

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 1/25/47

FROM : S. J. TRACY

SUBJECT: MR. QUINN TAMM

ATTENDANCE AT INSERVICE CLASS BEGINNING
MONDAY, JANUARY 27, 1947

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Coffey	✓
Mr. Glavin	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Carson	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Hendon	✓
Mr. Pennington	✓
Mr. Quinn Tamm	✓
Tele. Room	✓
Mr. Nease	✓
Miss Beahm	✓
Miss Gandy	✓

With reference to the attendance of Mr. Quinn Tamm at the Inservice class beginning next Monday morning, I desire to advise that Mr. Tamm is presently taking treatments from a doctor for a streptococcus throat infection and a ringworm infection. It is, therefore, requested that he be excused from going to Quantico and that he be permitted to keep his medical appointments as will be requested during his attendance at the Inservice class.

SJT:obp

6 FEB 15 1947

37651-231

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ok
✓
WA

AFFIDAVIT

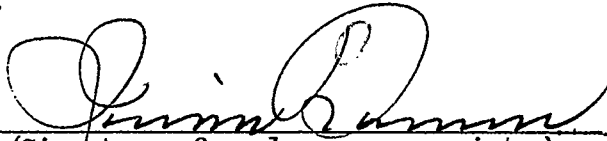
STRIKING AGAINST THE FEDERAL GOVERNMENT

Department of Justice
(Dept. or Estab.)

Federal Bureau of Investigation
(Bureau or Office)

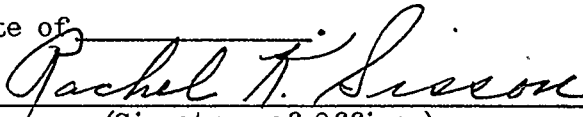
Washington, D. C.
(Place of Employment)

I, Quinn Tamm, do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.


(Signature of employee or appointee)

Subscribed and sworn to before me this 12th day of July, 1946

at Washington, D. C., State of


(Signature of Officer)

Notary Public
(Title)

☐ SEAL

(Not needed where none available)

NOTE: Any officer or employee of a department or establishment who is designated in writing by the head thereof to administer oaths in connection with employment as required by law is authorized to administer the affidavit required incidental to the foregoing and such affidavit must be administered without charge or fee and has the same force and effect as affidavits administered by officers having seals.

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States ***and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for, any other provision of existing law."

0

JAN 30 1947

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ARG

RECEIVED

DEPARTMENT OF JUSTICE

WASHINGTON 25, D. C.

July 2, 1946.

CIRCULAR NO. 3959

TO ALL EMPLOYEES:

Subject: Affidavit regarding membership in organizations which assert the right to strike against the Government.

Appropriation bills for the fiscal year 1947 provide that no part of the appropriation shall be used to pay the salary or wages of any person who engages in a strike against the Government of the United States or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States. It is provided that for the purpose of this legislation an affidavit shall be considered prima facie evidence that the person making the affidavit has not contrary to the provisions of this law engaged in a strike against the Government of the United States and is not a member of an organization of Government employees that asserts the right to strike against the Government of the United States.

All employees must execute the affidavit on the other side of this circular. When you have signed the affidavit it should be returned promptly to your immediate supervisor who will forward it through regular channels (for noting against payroll records) to the Administrative Assistant to the Attorney General.

Certifying Officers shall not release salary checks until this affidavit has been prepared and forwarded.



S. A. ANDRETTA
Administrative Assistant
to the Attorney General

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of 4/1/46 based on performance during period from 4/1/45 to 3/31/46

Quinn Tamm

(Name of employee)

Inspector, CAF-13

(Title of position, service, and grade)

Federal Bureau of Investigation, Identification Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
☒ if adequate	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	Administrative, supervisory, or planning ☒
☐ if weak	2. Underline the elements which are especially important in the position.	All others ☐
☒ if outstanding	3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	
☐ (1) Maintenance of equipment, tools, instruments.	☒ (21) Effectiveness in planning broad programs.	
☐ (2) Mechanical skill.	☒ (22) Effectiveness in adapting the work program to broader or related programs.	
☐ (3) Skill in the application of techniques and procedures.	☒ (23) Effectiveness in devising procedures.	
☐ (4) Presentability of work (appropriateness of arrangement and appearance of work).	☒ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.	
☒ (5) Attention to broad phases of assignments.	☒ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.	
☒ (6) Attention to pertinent detail.	☒ (26) Effectiveness in instructing, training, and developing subordinates in the work.	
☒ (7) Accuracy of operations.	☒ (27) Effectiveness in promoting high working morale.	
☒ (8) Accuracy of final results.	☒ (28) Effectiveness in determining space, personnel, and equipment needs.	
☒ (9) Accuracy of judgments or decisions.	☒ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.	
☒ (10) Effectiveness in presenting ideas or facts.	☒ (30) Ability to make decisions.	
☒ (11) Industry.	☒ (31) Effectiveness in delegating clearly defined authority to act.	
☒ (12) Rate of progress on or completion of assignments.		
☒ (13) Amount of acceptable work produced. (Is mark based on production records? ☐ (Yes or no))		
☒ (14) Ability to organize his work.		
☒ (15) Effectiveness in meeting and dealing with others.		
☒ (16) Cooperativeness.		
☒ (17) Initiative.		
☒ (18) Resourcefulness.		
☒ (19) Dependability.		
☒ (20) Physical fitness for the work.		

STATE ANY OTHER ELEMENTS CONSIDERED

(A) _____
(B) _____
(C) _____

STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and no minus marks _____
Plus marks on at least half of the underlined elements, and no minus marks _____
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks _____
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks _____
Minus marks on at least half of the underlined elements _____

Adjective rating
Excellent
Very good
Good
Fair
Unsatisfactory

Adjective rating
Rating official
Reviewing official
77-407-113

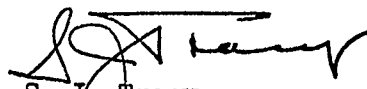
Rated by Stanley J. Macy Assistant Director
(Signature of rating official) (Title)

Reviewed by W. J. Tamm Assistant Director
(Signature of reviewing official) (Title)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

RE: QUINN TAMM
INSPECTOR

Mr. Quinn Tamm, as Chief of the Identification
Division, continues to do an EXCELLENT job.


S. J. Tracy

rm

ANNUAL

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL ()
REGULAR () SPECIAL ()
PROBATIONAL ()

As of March 31, 1947 based on performance during period from April 1, 1946 to March 31, 1947

Quinn Tamm
(Name of employee)

Inspector, Grade CAF-13
(Title of position, service, and grade)

Federal Bureau of Investigation

Identification Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	CHECK ONE:
☒ if adequate	2. Underline the elements which are especially important in the position.	Administrative, supervisory, or planning ☒
☐ if weak	3. Rate only on elements pertinent to the position.	All others ☐
☒ if outstanding	a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.	
	b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i>.	

- ☐ (1) Maintenance of equipment, tools, instruments.
- ☐ (2) Mechanical skill.
- ☒ (3) Skill in the application of techniques and procedures.
- ☒ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ☒ (5) Attention to broad phases of assignments.
- ☒ (6) Attention to pertinent detail.
- ☒ (7) Accuracy of operations.
- ☒ (8) Accuracy of final results.
- ☒ (9) Accuracy of judgments or decisions.
- ☒ (10) Effectiveness in presenting ideas or facts.
- ☒ (11) Industry.
- ☒ (12) Rate of progress on or completion of assignments.
- ☒ (13) Amount of acceptable work produced. (Is mark based on production records?) (Yes or no)
- ☒ (14) Ability to organize his work.
- ☒ (15) Effectiveness in meeting and dealing with others.
- ☒ (16) Cooperativeness.
- ☒ (17) Initiative.
- ☒ (18) Resourcefulness.
- ☒ (19) Dependability.
- ☒ (20) Physical fitness for the work.

- ☒ (21) Effectiveness in planning broad programs.
- ☒ (22) Effectiveness in adapting the work program to broader or related programs.
- ☒ (23) Effectiveness in devising procedures.
- ☒ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ☒ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ☒ (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ☒ (27) Effectiveness in promoting high working morale.
- ☒ (28) Effectiveness in determining space, personnel, and equipment needs.
- ☒ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ☒ (30) Ability to make decisions.
- ☒ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

(A) 07-27-232
(B) SEARCHED
(C) INDEXED

STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated.....
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.....
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.....
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.....
Minus marks on at least half of the underlined elements.....

Adjective Rating
Excellent
Very Good
Good
Fair
Unsatisfactory

APR 20 1947
Rating official
Reviewing official

Rated by Assistant Director
(Signature of rating official) (Title)

Reviewed by
(Signature of reviewing official) (Title)

Rating approved by efficiency rating committee Report to employee
(Date) (Adjective rating)

DEPARTMENT OF JUSTICE
NOTICE OF LEAVE WITHOUT PAY

No. _____

M R. Quinn TammDate March 31 1947Title **Agent**

Grade and Salary

Division or Bureau

FBI**Ident**Department ☐

Appropriation

Field ☐

Beginning

Terminating C. O. B.

Indefinite []*

Remarks

Deduct 5 hours on March 29, 1947.**J. Edgar Hoover*****IMPORTANT:**

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

June 21, 1947

Mr. Quinn Tamm
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Quinn:

I want to express to you my sincere appreciation and commendation for the exemplary manner in which you supervised the identification of the victims of an airplane crash at Leesburg, Virginia.

It is indeed gratifying to learn of such efficient operation and you may rightfully feel proud in the knowledge that this accomplishment attests to the commendable manner in which you are carrying out your responsibilities.

Sincerely,

DBC:lrh

cc: Mr. Tracy (F. & C.)

67- 233

SEARCHED _____ INDEXED _____
SERIALIZED _____ FILED _____

JUN 24 1947

FEDERAL BUREAU OF INVESTIGATION

24 AM '47

Mr. Tolson _____
Mr. E. A. Tamm _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Carson _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____

copy tar

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. ROSEN

DATE: June 19, 1947

FROM : L. R. PENNINGTON

SUBJECT : PENNSYLVANIA CENTRAL AIRLINES
ACCIDENT NEAR LEESBURG, VIRGINIA

PT-40-1

My next door neighbor, Mr. J. Raymond Bell, is an official of PCA in the Public Relations Division of the organization. While talking two evenings ago he stated he wanted to congratulate the Bureau on the quality of its personnel. He specifically called my attention to the outstanding job done by Inspector Quinn Tamm in connection with identifying the dead. He stated that Mr. Tamm went way beyond the job of just helping in the identification and tried in so far as possible to console the bereft relatives of the deceased. He cited one instance in particular where a Navy man started over to see the body of his relative and he said Mr. Tamm kind of patted the boy on the shoulder and suggested that it would be best if he remembered his relative as he last saw him. He stated the boy started to go over and take a look and then hesitated, changed his mind and left.

He was quite congratulatory concerning the outstanding job done by Mr. Tamm.

62-33678-4

11 JUL 14 1947

37651-234

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LRP:DC

*For
Park*



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____
Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 15, 1947, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK --~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. E. A. Tamm Address 3726 Connecticut Ave. N.W., Wash. D.C.
Relationship Mother Dated July 3, 1947

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. E. A. Tamm Address 3726 Connecticut Ave. N.W., Wash. D.C.
Relationship Mother Dated July 3, 1947

Very truly yours,

[Signature]
Special Agent

*ack
7/7/47
ci*

*4 JUL 8 1947
Zung...*

RECORDED

copy tar

PENNSYLVANIA CENTRAL AIRLINES CORPORATION
NATIONAL AIRPORT - WASHINGTON 1, D. C.

Office of the President
C. Bedell Monro

June 23, 1947

Mr. J. Edgar Hoover
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

We of Capital Airlines are truly grateful to you and to that most thorough and cooperative organization of yours for the outstanding assistance rendered our people during our most unfortunate accident of June 13th.

The identification of the victims of the crash was not only a task that called for real and expert ability but it was one which unmistakably taxed physical energies to the utmost.

Mr. Quinn Tamm and those others who shouldered this vital work are to be commended for exemplifying those qualities which have endeared the FBI to our nation.

We are immeasurably grateful for this cooperation.

Yours very truly,

C. Bedell Monro
President

67-37651-235
31
53
JUL 28 1947
FEDERAL BUREAU OF INVESTIGATION

TELETYPE
JUL 28 1947

62-59658

MR. S. J. TRACY

July 22, 1947

DIRECTOR, FBI

QUINN TAMM

INSPECTOR

GENERAL IN-SERVICE COURSE 7-7-47 to 7-18-47

Mr. Quinn Tamm attended the above General In-Service training course and attained the following grades:

Hip Shooting	98
Practical Pistol Course	86
Shotgun (Skeet)	6/25
.30 Rifle	81
Machine Gun	93
2 days Specialized Training in Fingerprinting	

The firearms grades with the exception of the Shotgun Skeet Course have been recorded on Mr. TAMM's field firearms training record card.

cc: Mr. Quinn Tamm
Division #1

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Miss Gandy

HIS:dcs:mad

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1947

V/S

7-27651-236

JUL 23 1 37 PM '47
U.S. DEPT. OF JUSTICE

JUL 22 6 06 PM '47

July 2, 1947

67-37651-235

9 JUL 30 1947
RECORDED

Mr. C. Bedell Monroe
President
Pennsylvania - Central Airlines Corporation
National Airport
Washington 1, D. C.

Dear Mr. Monroe:

Your letter dated June 23, 1947, has been received. The kind remarks you made about Inspector Quinn Tamm and this Bureau are indeed appreciated. It is gratifying to all of us in the FBI to know that our efforts are well received.

With best wishes and kind regards,

Sincerely yours,

J. Edgar Hoover

CC - Inspector Quinn Tamm

FEC:vmc:bjh

67-37651-235

59

November 18, 1947

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Quinn:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Inspector (Chief, Identification Division), \$8059.80 per annum in Grade CAF 13, to the position of Inspector (Chief, Identification Division), \$8179.50 per annum in Grade CAF 14, effective November 16, 1947.

Sincerely yours,

CC: Mr. Tracy
Movement Section
Mr. J. E. Edwards

67-31451-237
NOV 19 1947
J. E. Edwards

JW:HGB

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
MAILED 3
NOV 18 1947 P.M.
U.S. DEPT. OF JUSTICE
WASHINGTON, D.C.

h
g

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

Prepared by
Checked by
Filed by

Date

Nov 16, 1947

Personnel Action Number

F.B.I. - 5884

Legal Authority

Nature
of Action

MR. QUINN TANN

PROMOTION

Effective : NOVEMBER 16, 1947

Position

Inspector (Chief, Ident. Div.)

same

Grade

CAF 13 CBC #44

CAF 14

Salary

\$8059.80

\$8179.50

Division

and

Section

Headquarters

In Division One
Ident. Division
D. C.

same

same

same

Appropriations

S & E, F.B.I.

S & E, F.B.I.

Departmental
or Field☒ Dept.

Field

☒ Dept.

Field

NATURE OF POSITION

a. VICE

b. ADDITIONAL IDENTICAL

c. NEW

P. C. NO.

P. C. NO.

Vacancy-position
approved by CSC
on 11-14-47

P. C. NO.

CSC #486

Date of Birth

Date of Oath

REMARKS

The provisions of the Veterans' Preference Act
of 1944 have been complied with.

DEPARTMENT OF JUSTICE
NOTICE OF LEAVE WITHOUT PAYNo. ~~2122~~
0 4220

M. Tamm, Quinn

Date October 20, 1947 19 47Title **Agent**

Grade and Salary

Division or Bureau **FBI**Department ☒

Appropriation

Field ☐

Beginning

Terminating C. O. B.

Indefinite []*

Remarks **Deduct 8 hours ^{on} ~~for~~ October 18, 1947.**J. Edgar Hoover

*IMPORTANT:

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

4 00 21947

OCT 21 1947

October 14, 1947

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Quinn:

I have been advised of a suggestion that you made to effect a saving in correspondence handled in the Identification Division and reduce the amount of material transmitted to the Records Section for filing.

Your suggestion has been considered and it will be placed in effect immediately.

I do want to thank you for your continued interest in the work of the Bureau.

Sincerely yours,

J. Edgar Hoover

cc - Mr. Tracy (detached)

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Hendon
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
MAILED 8
OCT 17 1947 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

U.S. DEPT. OF JUSTICE
OCT 16 6 01 PM '47

RECEIVED DIRECTOR
U.S. DEPT. OF JUSTICE
OCT 16 6 01 PM '47
RECEIVED READING ROOM
OCT 16 5 23 PM '47

NOT RECORDED
OCT 17 1947
FBI

MR. TACY

October 13, 1947

QUINN TAMA

CURTAILMENT OF CORRESPONDENCE
SUGGESTION

Reference is made to the memorandum from the Director dated October 7, 1947 concerning the Records Section, in which the Director requested submission of any suggestions for curtailing unnecessary correspondence.

Every year the Identification Division receives hundreds of communications from law enforcement agencies who have adopted the practice of checking their fingerprint files and requesting advice concerning whether or not wanted notices which have appeared in the Law Enforcement Bulletin, and which have been placed in the local law enforcement agencies' files, are still active. This is especially true concerning the Department of Public Safety, Austin, Texas, the Michigan State Police at Lansing, Michigan, and the Connecticut State Police. In addition, local police departments also have this same policy. Usually the communication is in the form of a postcard inquiry as to whether or not the wanted notice is actually still outstanding or has been cancelled, and, as in the case of the Department of Public Safety of Texas, a postcard is attached for reply. An example of this type of inquiry is attached hereto. The Identification Division has always had the policy of answering these inquiries by signature mail, which of course necessitates work in the Identification Division and filing in the Records Section.

I suggest that the prepared postcard transmitted by the inquiring agency be used as the means of reply, and that the column as exemplified by the particular example attached be used to show whether the individual is still wanted or the wanted notice has been cancelled. The stamped signature could be affixed and the card transmitted directly from the Identification Division, the incoming inquiry being destroyed at the time of answer. This will not only reduce the work of the Identification Division, but will materially reduce the amount of material transmitted to the Records Section for filing. It is noted that these inquiries run into the hundreds and possibly thousands during the course of a year.

ST:snm
Attachment

67-402 (10-18-47)

W. R. GLAVIN

10/8/47

H. L. EDWARDS

PENDING RECLASSIFICATION OF QUINN TAMM'S POSITION

For your information, the writer telephonically discussed the status of the captioned reallocation with Miss [] in Mr. Williamson's office and she advised that she had just returned from an extended vacation of three weeks; that she has the pending reallocation on her desk but has not yet completed her final report on the same. She indicated that she will get to it at the earliest possible opportunity and I requested that everything be done to expedite their consideration of it since the matter was delayed. She assured me that she would although she jokingly pointed out that undoubtedly the reclassification would have been approved long ago had it not been held up in the Department for such a lengthy period of time.

This is for your information and I will follow the matter.

HLE:FWE

58

* 8 OCT 18 1947

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

b6
b7C

Copy AM

OFFICE MEMORANDUM . UNITED STATES GOVERNMENT

TO : MR. TOLSON
FROM : W. R. GLAVIN
SUBJECT: REALLOCATION OF POSITION FOR QUINN TAMM-
Chief, Identification Division

I have been confidentially advised by [] of the Department that the Bureau's request for re-allocation of the position of Quinn Tamm from Grade 13 to 14 has been granted, and it was sent to the Civil Service Commission on Wednesday, September 10th.

b6
b7C

Unless there is ~~some~~ change of opinion in the Civil Service Commission concerning this position, it should be approved in the near future.

I will follow this latter.

WRG:JM

10012 137

P I N K M E M O R A N D U M

[Handwritten signature]
MEMORANDUM FOR: MR. GLAVIN

Re: Section 400 of the second
deficiency appropriation act.

This morning the writer discussed generally with [] of the Department, the captioned section in view of the fact that the Department had returned to the Bureau our proposed reclassification of Quinn Tamm's position from CAF-13 to CAF-14 with a cover memorandum from Mr. McGregor stating that possibly our proposed action was in violation of Section 400 of the second deficiency appropriation act and he desired to receive our comments respecting this matter.

b6
b7C

[] advised that to date there had been no circulars or memoranda issued by the Department interpreting this section. He had a recollection of a circular which the Department had sent out about 2 months ago and I asked [] about this but he stated that it applied to a different situation.

Strictly off the record and for our confidential information within the Bureau, [] told me that the Department itself was very confused about it and he indicated that he had placed one interpretation on the section and that Andretta had placed an entirely different and much stricter interpretation on the section, and [] stated for our very confidential information that this matter was presently in the hands of the Solicitor General and he expected that an opinion would be forthcoming the early part of next week. He did not want this information noised about because he was afraid that it might get back to the Department and place him on the spot. He stated that it would be satisfactory for me to tell you about it.

[] interpretation is that any proposed reclassification is not in violation of the section, provided the agency has had appropriated sufficient funds to take care of that additional increase. To the contrary, Mr. Andretta's opinion is that the budget should provide for a certain number of positions say in Grade CAF-14 and the agency is limited to that number and cannot create any additional ones. This

- 2 -

is a very strict interpretation, according to [redacted].

[redacted] stated that he will let me know of any additional development in this.

b6
b7C

He suggested that with regard to Quinn Tamm's job, we could do either of 2 things; one, wait until the matter is clarified by the Solicitor General, or, two, send the job back to the Department with a cover memorandum to the effect that in our opinion it does not violate section 400.

The foregoing is submitted for whatever action you deem appropriate.

Respectfully submitted,

s/ H. L. Edwards

H. L. Edwards

MR. GLAVIN'S NOTATION: "We should wait for
Solicitor Generals' opinion."
WRG

DIRECTOR'S NOTATION: "OK"
H.

HLE:jc

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

DATE: 7/8/47

TO : MR. GLAVIN

FROM : H. L. EDWARDS

SUBJECT: INSPECTOR/QUIRN TAMM
Reclassification of position

For your information, this is to advise you that on 7/3/47 a proposed revised job classification sheet was submitted informally to the Civil Service Commission, Classification Section, in an effort to have Mr. Quirn Tamm's position reclassified from CAF-13 to either P-7 or CAF-14. Approximately ten days ago, the writer went over this position in detail on an oral basis with the Civil Service Commission representative, at which time the representative requested that we prepare a proposed draft of the new job and submit it to the Commission for informal review.

This matter will be followed and you will be advised of the results of their review. We have requested that this matter be given expedite consideration.

ELE:pam

Mr. DOUGLAS W. MCGREGOR
THE ASSISTANT TO THE ATTORNEY GENERAL
Director, FBI

July 25, 1947

QUINN TAMM

Reference is made to your memorandum of July 18, 1947, with which you returned the classification sheet which proposes a reclassification of the position of Mr. Quinn Tamm from its present classification of Grade CAF-14, and where in you invite attention to Section 400 of the Second Deficiency Appropriation Act of 1947.

With reference to this particular matter and the inquiry raised by you, it appears that the provisions of Section 400 of the Second deficiency Appropriation Act are provisions for a legal interpretation. I do want to advise you that the reallocation of this position, if approved by the Civil Service Commission, would not create a deficiency in the Bureau's appropriation for the present fiscal year and no additional funds would be requested by the Bureau to cover this expenditure.

The classification sheet in question is returned herewith.

Enclosure

52
11 SEP 16 1947

copy ehk

June 13, 1947

MEMORANDUM FOR MR. GLAVIN

I would like to have you immediately survey Mr.
Quinn Tamm's position with a view to requesting the
Civil Service Commission to reclassify it to Grade
CAF 14.

Very truly yours,

s/ JEH

John Edgar Hoover
Director

JPM:DW

FIELD FIREARMS AND SCIENTIFIC TRAINING RECORD

OF SPECIAL AGENT James J. [unclear]

OFFICE	MO YR	H.S.	P.P.C.	A.C.-P.	A.C.-M.G.	S.G.	.30'	M.G.	GAS	NIGHT	MAGNUM	MO. PIST. PRACTICE	F.P.	LAT.	S.O.C.	G.M.	R. & P.	M.P.C.	M.P.P.	REC.	PHO-REC.	F.M. RADIO	DET.	P.M.	R.D.	EST. EFF.
S.O.G.	4/42					100	81	100																		
In. Serv.	6/42					100	67	100	✓		✓															
	7/42																									
	8/42	94	67			100		100																		
	9/42	98	73			86	90				✓															
	10/42																									
	11/42																									
	12/42										✓															
In-Serv.	6/43	100	88			100	74	90	✓																	
	7/43	96	74																							
	10/43										✓															
	12/43										✓															
	2/44										✓															
	3/44										✓															
	11/44										✓															
	12/44										✓															
	12/45										✓															
	3/46										✓															

AUG 5 1947

67-NOT RECORDED 4

2- [Signature]

FIELD FIREARM AND SCIENTIFIC TRAINING RECORD

FD-39
(1-1-45)

OF SPECIAL AGENT THOMPSON, C. E.

OFFICE	MO YR	H. S.	P. P. G.	S. G.	.30	M. G.	C. S.	K. J. PIST. PRACTICE	F. P.	LAT.	S. G. G.	G. M.	R. & P.	M. P. C.	M. P. P.	REC.	PHO. REC.	F. M. RADIO	DET.	P. M.	R. D.	EST. EFF.
SOG	8/46	100	96		78	80																
	9/46	95	96	100		90																
	10/46			90		82																
	2/47																					
	4/47			100	91	90																
	5/47	94	82		93																	
	6/47	96																				
	4/47	96	96	100		98																

41 AUG 5 1947
67-NOT RECORDED 4

2-2 JR

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin ✓

FROM : H. L. Edwards

SUBJECT: Quinn Tamm
Inspector, (Chief, Ident. Div.)

DATE: December 1, 1947

RE: UNIFORM PROMOTION

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Carson ✓
Mr. Egan ✓
Mr. Gurnea ✓
Mr. Harbo ✓
Mr. Mohr ✓
Mr. Pennington ✓
Mr. Quinn Tamm ✓
Tele. Room ✓
Mr. Nease ✓
Miss Holmes ✓
Miss Gandy ✓

This employee entered on duty as a Clerk on 12-3-34, was appointed a Special Agent on 4-21-36, afforded an increase in Grade CAF-13, from \$6000 to \$6200 per annum on 4-1-44 under the provisions of the Uniform Promotion Act, and was granted a meritorious increase in Grade CAF-13, from \$6200 to \$6400 per annum. As a result of two basic increases in pay, effective 7-1-45 and 7-1-46, his salary was increased to \$8059.20 in Grade CAF-13.

On 11-16-47 he was reallocated to Grade CAF-14, \$8179.30 per annum. It is noted that he was due for an increase in pay, under the provisions of the Uniform Promotion Act, effective 10-8-45, however he was at the top of his grade. Inasmuch as he did not receive an equivalent increase in pay, he is due for an increase in pay, under the provisions of the Uniform Promotion Act, effective 11-30-47.

RECOMMENDATION: It is recommended that he be afforded an increase in pay, under the provisions of the Uniform Promotion Act, from \$8179.30 to \$8478.75 per annum in Grade CAF-14, effective 11-30-47.

JEE:ru

8 DEC 18 1947

67-238

Searched _____
Numbered _____
Filed _____

1 DEC 18 1947

FEDERAL BUREAU OF INVESTIGATION

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Harbo	✓
Mr. Mohr	✓
Mr. Pennington	✓
Mr. Quinn Tamm	✓
Mr. Nease	✓
Miss Gandy	✓

December 10, 1947

Mr. John Edgar Hoover
 Director
 Federal Bureau of Investigation
 Washington, D. C.

Dear Mr. Hoover:

I wish to acknowledge with pleasure your letter of December 6 advising me of my promotion from \$8179.50 to \$8478.75 in Grade CAF 14. I deeply appreciate the kind consideration which you have shown to me in this connection, and hope that my work will continue to merit your consideration.

Sincerely yours,

Quinn Tamm
 Quinn Tamm

11 DEC 13 1947

67-67-NOT RECORDED
Searched
Numbered
Filed
5 DEC 13 1947
FEDERAL BUREAU OF INVESTIGATION

DIRECTOR *[Signature]*

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

MR. QUINN TAMM

Nature
of Action

PERIODIC PAY INCREASE

Date

November 24, 1947

Personnel Action Number

F.B.I.- 8647

Legal Authority

Effective : November 30, 1947

	FROM	TO
Position	Inspector (Chief Ident Div.)	
Grade	CAP 13	NAME
Salary	\$8179.50	\$8476.75
Division and Section Headquarters	Div. One Ident Div. D. C.	
Appropriations	S & E, F.B.I.	S & E, F.B.I.
Departmental or Field	☒ Dept.	Field ☐ Dept. ☐ Field ☐

NATURE OF POSITION

a. VICE	b. ADDITIONAL IDENTICAL	c. NEW
P. C. NO.	P. C. NO.	P. C. NO.
Date of Birth		Date of Oath

REMARKS

From, under the Auto. Prom. Bill, Public Law #200 as amended 6/30/45. From, under the Auto. Prom. Bill, Public Law #200 in CAP 13 from \$6000 to \$6200 eff. 4/1/44. Meritorious from \$6200 to \$6400 eff. 7/1/44. BSI to \$7070 eff. 7/1/45. BSI to \$8039.50 eff. 7/1/46. From, from CAP 13 \$8039.50 to CAP 14 \$8179.50 eff. 11/16/47.

DEC 13

[Handwritten signature]



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.
November 20, 1947

IN REPLY, PLEASE REFER TO
FILE No. _____

Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Harbo	✓
Mr. Mohr	✓
Mr. Pennington	✓
Mr. Quinn Tamm	✓
Mr. Nease	✓
Miss Gandy	✓

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

It is with a great deal of pleasure that I acknowledge the receipt of your letter of November 18 advising me of my promotion to Inspector (Chief, Identification Division) in Grade CAF 14.

I am grateful for the confidence which you have shown in my work which prompted this promotion, and I hope that my continued work in the Bureau will justify this confidence.

Sincerely yours,

John Edgar Hoover

NOV 23 1947

67- _____
at _____
SEARCHED _____
INDEXED _____
FILED _____
38
6 NOV 22 1947
FBI - NEW YORK

103
JES

RECORDED BY: *John*
INDEXED BY: *John*
FILED BY: *John*

December 6, 1947

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$8179.50 per annum to \$8478.75 per annum in Grade CAF 14, effective November 30, 1947.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

8 DEC 18 1947

67-	37651-239
Searched	
Numbered	35
Filed	56
DEC 10 1947	
FEDERAL BUREAU OF INVESTIGATION	

RECEIVED - CIVIL DIVISION
F B I

Mr. Tracy

CC: Movement

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

COMMUNICATIONS SECTION
MAILED 6
★ DEC 8 1947 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED READING ROOM
DEC 9 1947
14. NOV 6 9 230

DEC 10 1947

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME TAMM, Quinn AGE 37 YEARS, 3 MONTHS
NATIVITY (state of birth) Wash. MARRIED, SINGLE, WIDOWED: Single NUMBER OF CHILDREN _____
FAMILY HISTORY Father died pneumonia
Mother died atrophy of liver

HISTORY OF ILLNESS OR INJURY 3 operations for cysts.
Heart murmur rheumatism
R. F. at 14 yrs. No symptoms of decompensations.

HEAD AND FACE n

EYES: PUPILS (size, shape, reaction to light and distance, etc.) n

DISTANT VISION RT. 20/ 20, corrected to 20/

LT. 20/ 20, corrected to 20/

COLOR PERCEPTION n

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS n

EARS: HEARING RT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

LT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

DISEASE OR DEFECTS n

NOSE n

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES n

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Pharynx red.

TEETH AND GUMS (disease or anatomical defect): torus palatini

MISSING TEETH 1, 3, 12, 16, 17, 19, 30, 32

NONVITAL TEETH n

PERIAPICAL DISEASE n

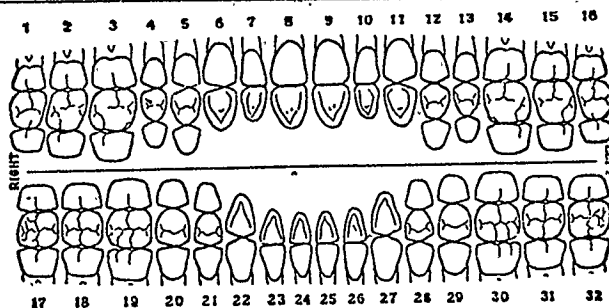
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES # 12

DENTURES n

REMARKS _____



E. F. Pollard (R.E.C.)

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE robust

TEMPERATURE n CHEST AT EXPIRATION 40 1/2

HEIGHT 71 CHEST AT INSPIRATION 42

WEIGHT 205 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 37

RECENT GAIN OR LOSS, AMOUNT AND CAUSE n

SKIN, HAIR, AND GLANDS n

NECK (abnormalities, thyroid gland, trachea, larynx) n

SPINE AND EXTREMITIES (bones, joints, muscles, feet) congenital anomaly.

first rib discovered by x-ray

67-37651-240
1 DEC 19 1947
FEDERAL BUREAU OF INVESTIGATION

let 70
12/18/47

446 P.D.

3-10-48

THORAX (size, shape, movement of cage, mediastinum) n
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. clear
Chest x-ray neg. - see report
CARDIO-VASCULAR SYSTEM Blood pressure is upper range of normal
HEART (note all signs of cardiac involvement) Grade II systolic murmur over aortic area. Grade I systolic murmur over mitral area. Both (see below)
PULSE: BEFORE EXERCISE 76 BLOOD PRESSURE: SYSTOLIC 148
AFTER EXERCISE 100 DIASTOLIC 98
THREE MINUTES AFTER 82
CONDITION OF ARTERIES n CHARACTER OF PULSE reg.
CONDITION OF VEINS n HEMORRHOIDS _____

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) Healed pilonidal sinus scar.

GENITO-URINARY SYSTEM n
URINALYSIS: SP. GR. 1.025 ALB. n SUGAR n MICROSCOPICAL n
VENEREAL DISEASE n

NERVOUS SYSTEM n
(organic or functional disorders)
ROMBERG n INCOORDINATION (gait, speech) n
REFLEXES, SUPERFICIAL n DEEP (knee, ankle, elbow) n TREMORS n
SEROLOGICAL TESTS neg. BLOOD TYPE _____
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) n

SMALLPOX VACCINATION: DATE OF LAST VACCINATION _____
TYPHOID PROPHYLAXIS: NUMBER OF COURSES _____
DATE OF LAST COURSE _____

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE
murmurs accentuated by exercise. Left cardiac border at mid-clavicular line. Rate and rhythm regular. Electrocardiograph neg.

SUMMARY OF DEFECTS 1. torus palatini (non-limiting) 2. rheumatic disease (heart) with aortic stenosis and mitral regurgitation slight; no signs of decompensation. 3. congenital anomaly, first ribs.

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____
Physical exam at intervals no longer than (1) one year.

R.T. Miller

DATE OF EXAMINATION 11/20/47

12/11/47 "I orally advised Mr. Tamm".
H.L. Edwards.

SPECIAL EXAMINATION AND TREATMENT REQUEST

NAVMED-HF-57 (REV. 6-45)

Special forms and outlines may be
stamped on front and backHOSPITAL 8398
FILE NO. _____

NAME <i>TAMM, Quinn</i>	RANK OR RATE <i>FBI</i>	WARD <i>Bd. Rm</i>	DATE <i>12/8/47</i>
DIAGNOSIS	REFERRED TO <i>X-ray</i>		

EXACT EXAMINATION OR CONSULTATION DESIRED

*PA CHEST**WET CHECK*Signature *Dr. R. T. Miller* (MC)USN

REPORT OF EXAMINATION OR CONSULTATION

12/8/47

The lung fields appear clear. The heart is essentially normal in size and contour. It is noted that there is anomalies of both first ribs. The 1st rib on the right resembles a cervical rib. This probably is of no clinical significance.

/s/ W.C. MULRY
LGDR MC USN

Date _____ Signature _____ (MC)USN

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : H. L. EDWARDS

SUBJECT: QUINN TAMM
Inspector - Identification Division

DATE: 2/6/48

It was ascertained through the Director's Office and Mr. Tolson's Office that no letter had been prepared in connection with the captioned Inspector's recent marriage.

RECOMMENDATION: That the attached letter be sent to Mr. Tamm.

COMMUNICATIONS SECTION

MAILED 8

☆ FEB 6 1948 P.M.

Attachment
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

SCH

REC

67-5761-2641

Searched _____

Numbered _____

Filed _____

V-4 FEB 9 1948

FEDERAL BUREAU OF INVESTIGATION

MR. Tolson _____

MR. E. A. Tamm _____

MR. Clegg _____

MR. Glavin _____

MR. Ladd _____

MR. Nichols _____

MR. Rosen _____

MR. Tracy _____

MR. Carson _____

MR. Egan _____

MR. Gurnea _____

MR. Harbo _____

MR. Hendon _____

MR. Pennington _____

MR. Quinn Tamm _____

Tele. Room _____

Mr. Nease _____

Miss Beahm _____

Miss Gandy _____

Mr. Tracy

January 14, 1948

Quinn Tamm

ELIMINATION OF FINGERPRINT JACKETS
SUGGESTION

The following suggestion is submitted with regard to preparation of fingerprint jackets in the Identification Division.

It is recommended that the method of preparing fingerprint jackets be radically changed. The suggested change is to utilize a new type of fastener, so that only one Acco-type fastener is used on each fingerprint jacket. The type of fastener suggested is that known as the Twin-Pac fastener, manufactured by Remington Rand. This suggestion contemplates that the fingerprint cards and the correspondence will be held together by this single fastener. This will eliminate the necessity for two Acco-type fasteners, one for correspondence and one for the fingerprint cards, and will materially reduce the cost of preparing jackets in the Identification Division.

The suggestion also contemplates the elimination of the #1 and #2 type paper clips presently utilized to hold the jackets together. The suggestion will, first, save considerable money. The new type of fastener costs \$1.30 per hundred, as compared with a cost of \$2.20 per hundred for the compact fastener presently used to bind the correspondence, and \$.485 per hundred for the so-called Ball rd fastener which is used to hold the fingerprint cards together. If the suggestion is adopted, it will immediately result in a 50% saving in the cost of preparation of jackets. In actual money, we will reduce the cost of preparing jackets by \$1.305 per hundred.

In addition, the proposed new method of preparing the jackets will eliminate the so-called paper clips in the file drawers, and will result in a space saving of one-eighth inch for each fingerprint jacket filed, by the simple procedure of eliminating the paper clip being filed, as it is done at the present time. This theoretically will save in drawer space, based on the present number of fingerprint jackets, 50,000 feet of filing space, or an actual saving of approximately 5,000 square feet of floor space. This suggestion will mean that the Identification Division, in its present quarters, by revising the method of preparing the jacket, will have sufficient space on the second floor of the Identification Division to handle the expansion of the jacket files for the next several years without any additional space being assigned to the Assembly Section.

QT:snm
Attachments

Memorandum for Mr. Tracy

January 14, 1948

Re: PREPARATION OF FINGERPRINT JACKET

The third advantage of preparing the jackets in this new manner will be that by the elimination of the paper clips in the file, the possibility of misfiled jackets will be reduced over 50%, in that our greatest problem now in locating missing jackets is that these have been misfiled by two jackets being clipped together with one paper clip. This will be completely eliminated, and should practically eliminate misfiled jackets.

It is further noted that this method of assembling the fingerprint jacket will be faster than the present method being utilized, and should increase the production of the assembly employees.

It is further noted that it will not be possible under this method for the fingerprint cards to become separated from the correspondence portion of the jacket, as so often happens at the present time.

It is further recommended that future orders of the duplicator master docket sheet, which is used in the Identification Division, be ordered without the let or head appearing on the docket sheet, so that the docket approaches the size of an eight-by-eight fingerprint card. A great deal of space is lost in the Assembly files because of the necessity of folding the docket sheet which is a permanent part of the jacket. By ordering the docket sheet on an eight-by-eight form, which can still be used by the Identification Division in preparing the normal-sized criminal records, it will be possible again to save a great deal of space in the filing of jackets. By changing the docket sheet to a flat eight-by-eight rather than a folded eight-by-eleven sheet of paper, a comparable saving in space will be made as far as the Identification Division is concerned.

Summing up the above, it is recommended that this suggestion for the preparation of jackets be adopted, because of the material saving in money and space. You are advised that this is a joint suggestion of the writer and Special Agent (A) R. C. Anderson of the Identification Division. For your information, there is attached hereto a sample of each type of fingerprint jacket: Jacket #1, the present method of preparing a jacket in the Identification Division; #2, the new proposed method.

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : Mr. Tracy

FROM : Quinn Tamm

SUBJECT: FEDERAL EMPLOYEE LOYALTY PROGRAM

DATE: January 8, 1948

Reference is made to the Director's memorandum addressed to you on January 7, which you routed to me for my information. This memorandum pertains to the expeditious and efficient handling of the Loyalty Program fingerprint cards in the Identification Division.

I would like to recommend that the Bureau consider curtailing the activities of the Identification Division for a period of the next six months so that the Loyalty fingerprint cards can be handled. I recommend that the Identification Division handle the following types of fingerprint cards only:

- 1) Fingerprint cards submitted by law enforcement agencies reflecting arrest information.
- 2) Bureau investigative fingerprint cards (Atomic Energy, CIA and Bureau personnel).
- 3) Loyalty fingerprint cards.

I recommend that all contributors of fingerprint cards be advised that because of the Loyalty Program it will not be possible for the Identification Division to handle any fingerprint cards submitted by outside contributors during the next six months except those fingerprint cards reflecting arrest information.

It should be realized that the Identification Division at the Present time, with its present personnel, is operating at full capacity, and we are handling two to three thousand fingerprint cards in connection with the Loyalty Program through the Technical Section daily. At our present rate, if we receive three million fingerprint cards in connection with the Loyalty Program, they will not be completed for five years. I realize that this would be a drastic step, but I feel that under the present circumstances we are obligated to handle the Loyalty Program fingerprint cards. We are not obligated to handle applicant fingerprint cards, which would be the type eliminated.

I recommend the adoption of this suggestion, and further that in order to make it work, no exceptions be granted to the type of work which will be handled by the Identification.

J:snm



United States Department of Justice
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 15, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. Quinn Tamm Address 3726 Conn. Ave. N. W., Wash., D. C.
Relationship Wife Dated February 3, 1948

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Quinn Tamm Address 3726 Conn. Ave. N.W., Wash., D. C.
Relationship Wife Dated February 3, 1948

Very truly yours,

Special Agent
QUINN TAMM

*ack
2/3/48
ami*

John Jones

3 FEB 5 1948
ST. NOT RECORDED
20

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

DATE: December 2, 1947

TO : Mr. Tracy
 FROM : Quinn Tamm
 SUBJECT: FINGERPRINT CARDS FROM CANADIAN LOCAL
 LAW ENFORCEMENT AGENCIES
 FINGERPRINT MATTER

I would like to submit for the consideration of the Bureau a suggestion that the Identification Division stop handling fingerprint cards transmitted to it by local law enforcement agencies in Canada. This suggestion grows out of my discussion with [redacted] of the [redacted] who advised that his organization has discontinued the handling of fingerprint cards transmitted to [redacted] by local law enforcement agencies in the United States. [redacted] handles now only fingerprint cards which are forwarded to it from the Bureau, and will not accept for search fingerprints from other police agencies in the United States.

I believe it might be wise at this time for the Bureau to adopt a similar policy. In other words, if a local law enforcement agency in Canada desires information from the Bureau's fingerprint files, or from Bureau files, they should forward their request through [redacted]. This will not materially reduce the number of fingerprint cards received in the Identification Division. It is noted that we have received in the past year 2,841 fingerprint cards from Canada, 172 of which were applicant prints and 143 were received from [redacted].

This will not affect statistics concerning International Exchange as to the number of contributors by country, and neither will it materially affect the Identification Division statistics. I do not believe that we are obligated in any way to handle fingerprint cards for police departments in a foreign country, except through one central agency. While this is a small item in the work of the Identification Division, I feel that anything we can cut out at the present time would be of material assistance.

There is attached hereto a chart showing the contributors presently listed in Canada.

QT:snm
 Attachment

(1 Enc.)

3 FEB 2 1948
 07-NOI RECORDED &
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ORIGINAL FILED IN 32-9017-439

b7D

PX

CANADIAN FINGERPRINTS, FISCAL YEAR 1947

<u>Contributor</u>	<u>Criminal Prints</u>
Winnipeg	10
Calgary	13
Halifax	3
Lethbridge	1
Montreal, City	22
Montreal, Provincial	63
Quebec, Provincial	16
Westmount	1
Guelph	42
Hamilton	1
London	1
Ottawa,	143
Sault Ste. Marie	1
Toronto	1172
Toronto - York Imp. Pol.	4
Niagara Falls	1
Windsor, Provincial	10
Windsor, City	433
Windsor, Essex County Jail	42
Edmonds	--
Vancouver	492
Victoria, B. C. Provincial	25
Victoria, B. C. City	173
TOTAL CRIMINAL	2669
APPLICANT (including 8)	172
TOTAL RECEIPTS FROM CANADA	2841

ORIGINAL FILED IN 32-9017-439

b7D

December 18, 1947

~~PERSONAL AND CONFIDENTIAL~~

Mr. Quinn Tamm
Federal Bureau of Investigation
U. S. Department of Justice
Washington, D. C.

1565-SDP/ndk
6/16/91

Dear Mr. Tamm:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on November 20, 1947, and the report of the repeat x-ray afforded you on December 8, 1947.

Although the Board of Examining Physicians reports that you are capable of performing strenuous exertion and are physically fit to participate in raids or other work involving the practical use of firearms, it recommends that you undergo a physical examination at intervals of no longer than one year. This recommendation is based upon some findings which are being given you in detail in this letter.

The report of your physical examination reflects that your blood pressure, which was 148/98, is in the upper limits of normal. In addition, you have what the medical examiner termed a Grade II systolic heart murmur, over the area of the aortic artery of the heart, and a Grade I systolic murmur over the area of the mitral valve, both of which are accentuated by exercise. The medical examiner attributes this to rheumatic fever at the age of fourteen, and he states that there are no signs of decomposition at the present time. In addition, the electrocardiogram is negative. The purpose of the annual examination is to make certain that any changes in this condition will be detected.

For your further information, I am enclosing a copy of the results of the repeat chest x-ray afforded you at the Naval Hospital on December 8, 1947.

Sincerely yours,

John Edgar Hoover
Director

Enclosure

HLE:pm

Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Gandy

RECEIVED
DEC 18 1947
FBI
RECEIVED
DEC 18 1947
FBI

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of 3/31/48 based on performance during period from 4/1/47 to 3/31/48

QUINN TAMM

(Name of employee)

Inspector, Grade CAF 14

(Title of position, service, and grade)

Federal Bureau of Investigation - Identification Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning ☒ All others ☐
☒ if adequate		
☐ if weak		
☒ if outstanding		
☐ (1) Maintenance of equipment, tools, instruments.	☒ (21) Effectiveness in planning broad programs.	
☐ (2) Mechanical skill.	☒ (22) Effectiveness in adapting the work program to broader or related programs.	
☐ (3) Skill in the application of techniques and procedures.	☒ (23) Effectiveness in devising procedures.	
☐ (4) Presentability of work (appropriateness of arrangement and appearance of work).	☒ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.	
☒ (5) Attention to broad phases of assignments.	☒ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.	
☒ (6) Attention to pertinent detail.	☒ (26) Effectiveness in instructing, training, and developing subordinates in the work.	
☒ (7) Accuracy of operations.	☒ (27) Effectiveness in promoting high working morale.	
☒ (8) Accuracy of final results.	☒ (28) Effectiveness in determining space, personnel, and equipment needs.	
☒ (9) Accuracy of judgments or decisions.	☒ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.	
☒ (10) Effectiveness in presenting ideas or facts.	☒ (30) Ability to make decisions.	
☒ (11) Industry.	☒ (31) Effectiveness in delegating clearly defined authority to act.	
☒ (12) Rate of progress on or completion of assignments.		
☒ (13) Amount of acceptable work produced. (Is mark based on production records? <u>(Yes or no)</u>)		
☒ (14) Ability to organize his work.		
☒ (15) Effectiveness in meeting and dealing with others.		
☒ (16) Cooperativeness.		
☒ (17) Initiative.		
☒ (18) Resourcefulness.		
☒ (19) Dependability.		
☒ (20) Physical fitness for the work.		

67-37651-242
STATE ANY OTHER ELEMENTS CONSIDERED
Searched _____
Numbered 4
Filed 9
3 MAR 19 1948
FEDERAL BUREAU OF INVESTIGATION
Adjective Rating

STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated

Check marks or better on all elements rated, and plus marks on at least half of the underlined elements

Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance

Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance

Minus marks on at least half of the underlined elements

Adjective Rating	Rating
Excellent	☒
Very Good	
Good	
Fair	
Unsatisfactory	

Reviewing official E

Rated by Stanley J. ... Assistant Director 3/31/48
(Signature of rating official) (Title) (Date)

Reviewed by W. V. ... Assistant Director
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

DEPARTMENT OF JUSTICE
NOTICE OF LEAVE WITHOUT PAYNo. 0 14897M Quinn TammDate March 6, 1948Title Agent

Grade and Salary

Division or Bureau

Department ☒

Appropriation

Field ☐

Beginning

Terminating C. O. B.

Indefinite []*

Remarks

A1Reduct 8 hours on 2-14-488 hours on 2-21-48.J. Edgar Hoover

*IMPORTANT:

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

6 MAR 11 1948

OF-NOI



MRS. TAMM.

Kessler Photo.

Miss Ora Belle Phillips, daughter of Mr. Marvin P. Phillips of Rich-
ton, Miss., and the late Mrs. Phil-
lips, became the bride yesterday of
Mr. Quinn Tamm of Washington,
son of the late Mr. and Mrs. Edward
Tamm. The Rev. Garrett Barry of-
ficiated at the ceremony in Fort
Myer Chapel.

The bride wore a gown of white
satin and lace with a fingertip veil
of sheer French illusion draped
from a pearl and bead tiara. She
carried white orchids, white roses
and lilies of the valley.

Miss Jean Skinker, who attended
the bride, wore lavender taffeta and
carried pink roses and violets.

Mr. Edward A. Tamm served as
best man for his brother and Mr.
Gerard J. Engert and Mr. Raymond
C. Renneberger seated the wedding
guests.

Following a wedding trip to Flor-
ida the newly-married couple will
reside at 3726 Connecticut avenue.

The bride attended Pearl River
College in Mississippi and the bride-
groom was a student at the Uni-
versity of Virginia.

Mr. Tolson ✓
Mr. E. A. Tamm ✓
Mr. Clegg ✓
Mr. Coffey ✓
Mr. Glavin ✓
Mr. Ladd ✓
Mr. Nichols ✓
Mr. Rosen ✓
Mr. Tracy ✓
Mr. Carson ✓
Mr. Egan ✓
Mr. Hendon ✓
Mr. Pennington ✓
Mr. Quinn Tamm ✓
Mr. Nease ✓
Miss Gandy ✓

6 FEB 13 1948

67-

SEARCHED INDEXED SERIALIZED FILED

81 65
JAN 11 1948

FEDERAL BUREAU OF INVESTIGATION

FEB 3 1948

DEPARTMENT OF JUSTICE
NOTICE OF LEAVE WITHOUT PAYNo. 0 13133M Quinn TammDate February 17, 19 48

Title

Grade and Salary

Division or Bureau

FBI**Agent.**Department ☒

Appropriation

Field

Agent

Beginning

Terminating C. O. B.

Indefinite []*

Remarks

al**Deduct 8 hours on 1-31-48.****8 hours on 2-7-48.**J. Edgar Hoover

*IMPORTANT:

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

17 FEB 18 1948

May 24, 1948

Mr. Stanley J. Tracy
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Mr. Tracy:

I have been advised of the suggestion developed by Inspector Quinn Tamm, Agent Supervisor B. C. Anderson, Mr. [redacted]

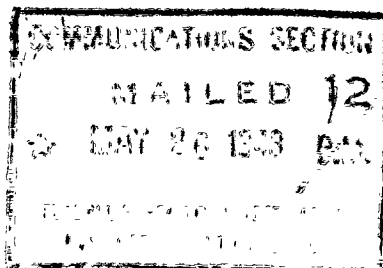
[redacted] which has resulted in the saving of considerable space and material in the Identification Division.

I was extremely pleased to learn of the commendable amount of thought and effort expended by these employees in the Bureau's interest and it is desired that you extend to them my sincere appreciation for their splendid work.

Sincerely,

243

CLM:lrh



Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Mr. Nease
Tele. Room
Mr. Nease
Miss Gandy

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TRACY

DATE: 7-14-48

FROM : Quinn Tamm

SUBJECT:



Mr. Tolson ✓
 Mr. E. A. Tamm
 Mr. Clegg
 Mr. Glavin
 Mr. Ladd
 Mr. Nichols ✓
 Mr. Rosen
 Mr. Tracy
 Mr. Carson
 Mr. Egan
 Mr. Gurnea
 Mr. Harbo
 Mr. Hendon
 Mr. Pennington
 Mr. Quinn Tamm
 Tele. Room
 Mr. Nease
 Miss Becker
 Miss Gandy

Please be advised that while on leave in Richton, Mississippi, I was asked to address a luncheon meeting of a Rotary Club. I gave a general talk on the working functions of the FBI for about fifty members present.

QT:mk1

RECORDED

6 JUL 26 1948

67-37657-244	
Searched	77
Numbered	77
Filed	99
4 JUL 21 1948	
FBI - NEW YORK	

THREE

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 6/3/48

FROM : J. P. MOHR

SUBJECT: BUREAU SUPERVISORY PERSONNEL WHO HAVE NOT
HAD REGULAR FIELD INVESTIGATIVE EXPERIENCE

The Director has requested that a survey be made and a report submitted to him concerning any Special Agent Supervisors at the Seat of Government who have not had regular investigative assignments in the field. In connection with this current survey, reference is made to the survey which was conducted by Mr. Glavin into this same matter in May 1947, at which time the information was submitted to you for the Director's attention and at that time the Director instructed that no more designations to the position of Special Agent should be made to any position at the Seat of Government in a supervisory capacity unless the Special Agent so selected has had regular field investigative assignments. There follows by division the Special Agents who hold supervisory assignments at the Seat of Government who have not had regular full field investigative experience:

IDENTIFICATION DIVISION

1. Quinn Tamm, Inspector in Charge. Mr. Tamm has had no field investigative experience. He has in the performance of his duties made many field trips in connection with identification activities. He has not, however, at any time been assigned to regular investigative activities in any divisional office.

2. Gerald J. Engert. Mr. Engert is a Special Agent Supervisor and has under his supervision the Single Fingerprint Section and all units of the Technical Section of the Identification Division. Mr. Engert has not at any time been assigned to the field to regular investigative duties. He has been assigned to the field for two-week periods of investigative assignments when the Bureau followed the policy of having Agents assigned to the Seat of Government temporarily assigned to a field office for at least a two-week period each year in order to keep abreast of the Bureau's investigative activities.

TRAINING AND INSPECTION DIVISION

1. H. A. Meyers. Mr. Meyers is the Special Agent Physical Instructor in the Gymnasium and he has not been assigned to regular field duties. Mr. Meyers is in charge of the training program for Special Agent Supervisors at the Seat of Government and also conducts the regular training program and lectures before the National Academy. He also conducts special training schools on judo and defensive tactics and has given lectures and demonstrations on this subject to police schools.

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11 AUG 17 1948

ADMINISTRATIVE DIVISION

1. Raymond C. Renneberger. Mr. Renneberger is the Special Agent Supervisor in charge of the Mechanical Section. He has not had a regular field assignment. Mr. Renneberger, however, had the two weeks of field assignments when that policy was in effect at the Seat of Government and Mr. Glavin has advised that during the White Slave raids which the Bureau conducted some years ago Mr. Renneberger assisted in those investigative activities in the field.

2. Leo J. Gauthier. Mr. Gauthier is the Special Agent Supervisor in charge of the Cartographic Section and has had no regular field assignments. He has been out on the two-week field assignments and he has from time to time assisted in the investigation of cases in the field. For instance, Mr. Gauthier worked for long hours on the investigation in connection with the jail break in Washington, D. C. and the investigative activities in connection with the escape of certain prisoners from the Marshal's van in Washington. He also assisted in connection with security surveys which were made in New York pertaining to the New York waterfront by Mr. Gurnea. Mr. Gauthier has also received training ~~in~~ in the Major Case School.

RECORDS AND COMMUNICATIONS DIVISION

None

SECURITY INVESTIGATIVE DIVISION

None

GENERAL INVESTIGATIVE DIVISION

None

FBI LABORATORY

1. Donald J. Parsons. Mr. Parsons is the Scientific Chief and Assistant to Mr. Harbo. Mr. Parsons has never had regular field investigative assignments. He entered on duty in the Bureau as a fire-arms expert and thereafter progressed to supervisory assignments in the Laboratory. He has assisted in conducting field investigations, one such case being the field assistance in connection with the landing of the saboteurs. In connection with that case he proceeded to Florida with the investigative Agents and assisted in the investigation looking toward the recovery of explosives buried by the saboteurs when they landed.

2. Churchill F. Downing. Mr. Downing is the Special Agent Supervisor in charge of the Cryptanalysis and Translation Section. He was assigned to the Portland Office throughout the war in charge of cryptanalysis investigative activities. Thereafter he was brought to the Seat of Government for assignment as Special Agent Supervisor in charge of the cryptanalysis work being handled here. Mr. Downing has never had a regular field investigative assignment.

3. I. W. Conrad. Mr. Conrad is the Special Agent Supervisor in charge of the Radio and Electrical Section of the Laboratory. He has not been regularly assigned to the field. However, during the war period he had many assignments in the field in connection with clandestine radio work.

The foregoing is submitted for your information.

DIRECTOR'S NOTATION: "OK. but no further such designations are to be made without my specific approval." H.

JPM:DW

OFFICE MEMORANDUM

United States Government

To: Mr. Glavin

3-25-48.....

From: H. L. Edwards

Subject: NEW FINGERPRINT JACKETS - IDENTIFICATION
DIVISION - SUGGESTION FOR INSTALLATION OF
TWIN-PAC FASTENERS TO CLIP JACKETS TOGETHER

Under date of January 14, 1948, Mr. Quinn Tamm recommended that the system of preparing fingerprint jackets be changed so as to eliminate ACCO fasteners and paper clips and substitute Twin-Pac fasteners in holding together the fingerprint jackets in the Identification Division, which jackets contain the fingerprint cards and the master duplicator sheet. This suggestion was elaborated upon and its advantages summarized, now that it is in actual operation, in a memorandum prepared by Mr. R. C. Anderson under date of 3-17-48.

From a review of the two referenced memoranda, it appears that the Identification Division has over a period of years effected a considerable savings in space and employee time by the (1) authorized destruction of extraneous material and correspondence from the fingerprint jackets; (2) utilization of a master duplicator sheet which allows the preparation of a current arrest record in a minimum amount of time, and (3) fastening together of the correspondence and fingerprints by means to Twin-Pac fasteners instead of Acco fasteners, and where formerly the two sections of the jackets were held together by means of #2 or #3 paper clips, the need for the paper clips has been eliminated.

DESTRUCTION OF EXTRANEOUS
MATERIAL AND CORRESPONDENCE

Originally, all correspondence pertaining to an individual's criminal record bearing directly on the record, was maintained for reference purposes in the fingerprint jacket. This procedure was later amended to include the destruction of such material after five years, and later one year's, retention. In June of 1942, the Director approved the destruction of all duplicate copies of criminal records appearing in the fingerprint jacket with the exception of the latest copy. This procedure was not placed into effect due to the lack of personnel at the time the suggestion was approved. It appears that the suggestions concerning the development of this procedure were submitted over a period of years by Miss [redacted] of the Typing Section, and Special Agent [redacted] assigned to the Identification Division.

MASTER DUPLICATOR SHEET

In March of 1939, a suggestion offered by Mr. Quinn Tamm was approved, which suggestion involved the utilization of a permanent docket sheet known as the duplicator master. By the institution of this system, a permanent record of all phases of the subject's arrests

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- 2 -

and dispositions are recorded on a master duplicator sheet at the time a record is originally prepared and thereafter, any additions to the identification record are added to the end of this permanent duplicator sheet in the form of current entries and the completed record is then run off on a duplicator machine in the Typing Section. This system eliminates the continuous retyping of the identification record and allows for considerable savings in employee time, which savings has been estimated approximately 30%.

INSTALLATION OF TWIN PAC FASTENERS

The Identification Division has felt the need for a more satisfactory fastener with which to hold the fingerprint jacket together. The problem has been to conserve as much space as possible and to maintain the fingerprint jackets in a more secure manner so that they do not become separated while ^{being} handled in connection with current work and further to eliminate the misfiling of jackets by one jacket being accidentally clipped to the back of another jacket. In order to solve this problem, a committee consisting of Special Agent R. C. Anderson and [redacted] and [redacted] working under the supervision of Mr. Quinn Tamm, was formed and after several suggestions were tried and found lacking the essential requirements, contact was established by Mr. Anderson with the Remington Rand Company and it was found that this company manufactured a twin-pac fastener which is sold on a jacket back. The twin-pac fastener minus the jacket back was found to be acceptable and has been adopted as the present means for clipping fingerprint cards together. With the adoption of the twin-pac fastener, the need for the compact fastener used on the correspondence side of the jacket and the Bullard fastener used to hold the fingerprint cards together was eliminated. This results in a savings in material of \$1.35 per 100 on all jackets which are to be made in the future. This does not take into consideration the elimination of the cost of the #1 and #2 type paper clips. There is no doubt but what this new system will aid materially in cutting down on misfiles presently caused by jackets being hooked together by paper clips and it will also enable the jackets to be held together more firmly, thus reducing the number of jackets which become separated while out of file.

3" X 8" MASTER DUPLICATOR SHEETS

Mr. Quinn Tamm has further recommended that when future orders are placed for the master duplicator sheets, instead of using the letterhead, the docket be made as close to the size of an 8"x3" fingerprint card, since the folding of the letter-size paper is the cause of lost space in the Assembly files.

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- 3 -

CONCLUSIONS:

The procedures relating to the destruction of old correspondence in the jackets and the utilization of the master duplicator sheet have been in effect for sometime past. The current suggestion dealing with the adoption of the twin pac fasteners, which suggestion was developed by the committee composed of Special Agent R. C. Anderson and [redacted] and Mrs. [redacted] working under the supervision of Mr. Quinn Tamm, appears to be a good one since it has resulted in more efficient operation and a savings in space and supplies.

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RECOMMENDATION:

It is recommended that a letter of commendation be forwarded to Mr. Tracy calling his attention to the work performed by Inspector Quinn Tamm, Special Agent Supervisor R. C. Anderson and [redacted] and Mrs. [redacted] expressing the Director's appreciation for this suggestion and requesting Mr. Tracy to call this recognition to the attention of the foregoing employees.

/s/ H.L. Edwards

CLT:rs

JOINT COMMITTEE CONSIDERATION: (May 15, 1943)

The Joint Committee, consisting of Messrs. Harbo, Long, McKee and Boardman, concurs in the suggestion letter of commendation but believes no further action necessary, desirable, or warranted.

RTM:BG

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME TAMM, QUINN AGE 38 YEARS, 11 MONTHS
NATIVITY (state of birth) D. C. MARRIED, ~~SINGLE~~, ~~WIDOWER~~ None NUMBER OF CHILDREN
FAMILY HISTORY Father and Mother deceased Father as age 54 of pneumonia.
Mother at age 63 Virus virus infection of kidney. one brother
living in good health.

HISTORY OF ILLNESS OR INJURY Rheumatic fever age 12. 3 operations for
cysts (rectum) last in 1938

HEAD AND FACE normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) normal

DISTANT VISION RT. 20/20; corrected to 20/

LT. 20/20; corrected to 20/

COLOR PERCEPTION normal AOC

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS none

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS none

NOSE normal

SINUSES normal (Disease or anatomical defect, obstruction, etc. State degree)

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS tonsils surg. absent

TEETH AND GUMS (disease or anatomical defect): none

MISSING TEETH 1, 3, 12, 16, 17, 19, 30, 32

NONVITAL TEETH n

PERIAPICAL DISEASE n

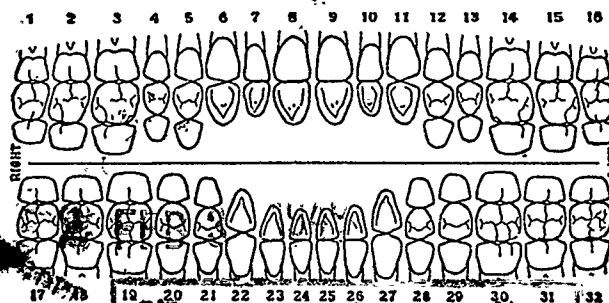
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES # 13

DENTURES n

REMARKS n



67-27651-246
E. G. F. Pollard, Cdr. (DC) USN
(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE medium heavy

TEMPERATURE _____ CHEST AT EXPIRATION no

HEIGHT 71 CHEST AT INSPIRATION 141 2/3

WEIGHT 215 1/2 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 38 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE none

SKIN, HAIR, AND GLANDS normal

NECK (abnormalities, thyroid gland, trachea, larynx) normal

SPINE AND EXTREMITIES (bones, joints, muscles, feet) normal

Handwritten signatures and dates:
11/26/41
11/26/41
11/26/41
11/26/41

THORAX (size, shape, movement, rib cage, mediastinum) NORMAL
 RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. normal
CHEST X-RAY NEG.
 CARDIO-VASCULAR SYSTEM Low systolic murmur audible over aortic valve. not
 HEART (note all signs of cardiac involvement) transmitted, boundaries of heart
normal
 PULSE: BEFORE EXERCISE 78 BLOOD PRESSURE: SYSTOLIC 148
 AFTER EXERCISE 94 DIASTOLIC 96
 THREE MINUTES AFTER 80
 CONDITION OF ARTERIES elastic CHARACTER OF PULSE reg
 CONDITION OF VEINS normal HEMORRHOIDS none
Pilonidal cyst removed - no
recurrence
 ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) normal
 GENITO-URINARY SYSTEM normal
 URINALYSIS: SP. GR. 1.020 ALB. n SUGAR n MICROSCOPICAL n
 VENEREAL DISEASE none
 NERVOUS SYSTEM normal
 (organic or functional disorders)
 ROMBERG neg. INCOORDINATION (gait, speech) none
 REFLEXES, SUPERFICIAL present DEEP (knee, ankle, elbow) normal TREMORS none
 SEROLOGICAL TESTS KAHN NEG. BLOOD TYPE "A1 Rh Pos
 ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) none apparent.
 SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1920
 TYPHOID PROPHYLAXIS: NUMBER OF COURSES none
 DATE OF LAST COURSE none
 REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE
Heart condition unchanged from 1 year ago except for decreased intensity of
murmur.
 SUMMARY OF DEFECTS none disabling or disqualifying.
 CAPABLE OF PERFORMING DUTIES INVOLVING Arduous PHYSICAL EXERTION
 IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
 WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes. (yes or no)
 (when no is given state cause)
 FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)
Moderation in diet, avoiding excessive starches and sweets.
ECG - recommended: "Within normal limits - no essential change
since the tracing of 11-20/47"
A. J. White
Capt. MC USN Ret.
 DATE OF EXAMINATION December 13, 1948

PK

OFFICE MEMORANDUM . UNITED STATES GOVERNMENT

TO : MR. TRACY
FROM : Quinn Tamm
SUBJECT: SUGGESTION

DATE: December 29, 1948

I would like to suggest that serious consideration be given by the Bureau to the problem confronting the Identification Division in connection with the handling of non-criminal fingerprint cards. As you are aware each day at the present time the Identification Division is becoming more and more delinquent in the handling of the work assigned to it. I do not know whether or not the delinquency report submitted daily by the Identification Division concerning the situation of the work truly reflects the exact condition as far as the delinquency of the Identification Division is concerned. It is true that we are coming rather close to searching our current fingerprint receipts with some exceptions. However, we are not making any progress with regard to the filing of non criminal fingerprint cards, the preparation of index cards of the filing of the index cards. I feel that we must take an exact inventory for the amount of work the Identification Division is capable of doing with its allotted personnel and restrict our activities to that amount of work.

It is very obvious that the Bureau will be subjected to more and more criticism if we continue to accept work in the Identification Division without being able to expeditiously and accurately handle that work after it has been accepted. I feel that it is a direct reflection on the Identification Division and will subject the Bureau to more criticism if we become more and more delinquent and not able to get the answers out on applicant fingerprint cards. From my discussions with various representatives of law enforcement agencies and government agencies I think they would more appreciate the position that the Identification Division is in if they were told flatly that there are certain types of fingerprint cards that we can no longer handle instead of accepting the work and then not getting the answers out.

I would like to offer the following suggestions:

One; That the Bureau immediately discontinue the handling of applicant type fingerprint cards where such fingerprint cards are not taken by law enforcement agencies as a result of a local or state law or ordinance. This would eliminate fingerprint cards from railroads, national banks, Railway Express Agency, Stock Exchange, Exchange, etcetera, and would reduce daily receipts by approximately one thousand fingerprint cards.

Two: I would also like to suggest that we change the manner of answering applicant fingerprint cards, Navy, Marine Corp, Coast Guard and Maritime fingerprints and instead of retaining the fingerprint card after it has been searched, after card is a non-ident, it simply be stamped "No record in the Identification Division of the FBI" and returned to the contributor. If the card is identified with a previous record the fingerprint card should be stamped to the actual record as it exists in the files of the Identification Division and the record and fingerprint card returned to the contributor. This procedure will eliminate a good deal of typing and eliminate the filing of Fingerprint cards, the preparation of index cards and the filing of the index cards. It will be applied, of course,

32-00-107

55
MAR 9 1949

Memo for MR. TRACY
From Quinn Tamm

Page 2
December 29, 1948

only to applicant type fingerprint cards and of fingerprint cards from the Navy, Marine Corps, Coast Guard and Maritime after a search.

I feel that serious consideration should be given to these suggestions and feel that the suggestions will prevent the Bureau from being subjected to unjustified criticism because of the manner of handling applicant cards. I also feel that with the elimination of this work it will be possible for the Identification Division to handle its current receipts.

QT/jl.

UNITED STATES CIVIL SERVICE COMMISSION
WASHINGTON 25, D. C.

ADDRESS ONLY
"CIVIL SERVICE COMMISSION"
IN YOUR REPLY REFER TO

FILE

AND DATE PC-111:RCP:1

December 6, 1948

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Department of Justice
Washington 25, D. C.

Dear Mr. Hoover:

We have your letter of November 30, 1948, in which you advise the Commission that Mr. Quinn Tamm has been designated to serve as Department Representative for the Efficiency Rating Board of Review for the Federal Bureau of Investigation.

The records of the Commission have been noted accordingly.

Very truly yours,

John A. Overholt, Chief
Efficiency Ratings
Administration Section
Personnel Classification Division

71 DEC 22 1948

November 30, 1948

Civil Service Commission
Washington, 25 D. C.

Attention: Mr. Donald Brown

Gentleman:

Confirming information telephonically furnished you, you are advised that Mr. ~~Quinn~~ Tamm is the Departmental representative of this Bureau in connection with hearings on efficiency rating appeals.

Very truly yours,

John Edgar Hoover
Director

HLE:FWE

DEC 28 1948



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to November 30, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Ora Belle Tamm Address 3726 Connecticut Ave., N. W.
Washington, D. C.
Relationship Wife Dated 11-22-48

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Ora Belle Tamm Address Same as above.
Relationship Wife Dated 11-22-48

Very truly yours,

Special Agent

ACK
11/26/48
VJ

3
WPG/HPC

[Signature]
Special Agent

Handwritten initials

March 31, 1949

0
QUINN TAMM
INSPECTOR

Inspector Quinn Tamm continues to do an outstanding job in the Identification Division. He is thoroughly versed in all phases of the work of the Bureau, is qualified to make public appearances, lecture, conduct technical fingerprint surveys, and possesses to an outstanding degree administrative and executive ability.

Status: EXCELIENT.

29

11 APR 18 1949
S. J. Tracy

67-37651-247	
Serialized	_____
Numbered	55
Filed	65
APR 11 1949	
FEDERAL BUREAU OF INVESTIGATION	

Handwritten initials

ANNUAL
REPORT OF
EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of 3-31-49 based on performance during period from 4-1-48 to 3-31-49
869120

Tamm, Quinn

(Name of employee)

Inspector, CAF-14

(Title of position, service, and grade)

Federal Bureau of Investigation, Identification Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
☒ if adequate	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	Administrative, supervisory, or planning ☒
☐ if weak	2. Underline the elements which are especially important in the position.	All others ☐
☒ if outstanding	3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	

- | | |
|---|---|
| _____ (1) Maintenance of equipment, tools, instruments. | <u>+</u> (21) <i>Effectiveness in planning broad programs.</i> |
| _____ (2) Mechanical skill. | <u>+</u> (22) <i>Effectiveness in adapting the work program to broader or related programs.</i> |
| _____ (3) Skill in the application of techniques and procedures. | <u>+</u> (23) <i>Effectiveness in devising procedures.</i> |
| _____ (4) Presentability of work (appropriateness of arrangement and appearance of work). | <u>+</u> (24) <i>Effectiveness in laying out work and establishing standards of performance for subordinates.</i> |
| _____ (5) Attention to broad phases of assignments. | <u>+</u> (25) <i>Effectiveness in directing, reviewing, and checking the work of subordinates.</i> |
| _____ (6) Attention to pertinent detail. | <u>+</u> (26) <i>Effectiveness in instructing, training, and developing subordinates in the work.</i> |
| _____ (7) Accuracy of operations. | <u>+</u> (27) <i>Effectiveness in promoting high working morale.</i> |
| _____ (8) Accuracy of final results. | <u>+</u> (28) <i>Effectiveness in determining space, personnel, and equipment needs.</i> |
| _____ (9) Accuracy of judgments or decisions. | <u>+</u> (29) <i>Effectiveness in setting and obtaining adherence to time limits and deadlines.</i> |
| _____ (10) Effectiveness in presenting ideas or facts. | <u>+</u> (30) <i>Ability to make decisions.</i> |
| _____ (11) Industry. | <u>+</u> (31) <i>Effectiveness in delegating clearly defined authority to act.</i> |
| _____ (12) Rate of progress on or completion of assignments. | |
| _____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no) | |
| _____ (14) Ability to organize his work. | |
| <u>+</u> (15) Effectiveness in meeting and dealing with others. | |
| <u>+</u> (16) Cooperativeness. | |
| <u>+</u> (17) Initiative. | |
| <u>+</u> (18) Resourcefulness. | |
| <u>+</u> (19) Dependability. | |
| <u>+</u> (20) Physical fitness for the work. | |

STATE ANY OTHER ELEMENTS CONSIDERED

_____ (A) _____
_____ (B) _____
_____ (C) _____

STANDARD
Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated _____
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements _____
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance _____
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance _____
Minus marks on at least half of the underlined elements _____

Adjective Rating	Rating official <u>E</u>
Excellent	
Very Good	
Good	Reviewing official _____
Fair	
Unsatisfactory	

Rated by [Signature] Assistant Director 3-31-49
(Signature of rating official) (Title) (Date)
Reviewed by [Signature] 4-6-49
(Signature of reviewing official) (Title) (Date)
Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

January 26, 1949

~~PERSONAL AND CONFIDENTIAL~~

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

DECLASSIFIED BY
ON

1565-SOP/mde
6/6/91

Dear Mr. Tamm:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on December 13, 1948.

This report reflects that you have a low systolic murmur over the aortic valve. The examiner noted that your heart condition is unchanged since your last examination except for a decrease in the intensity of the murmur. The electrocardiogram was within normal limits and there was no essential change in the tracing as compared with the study afforded you on November 20, 1947.

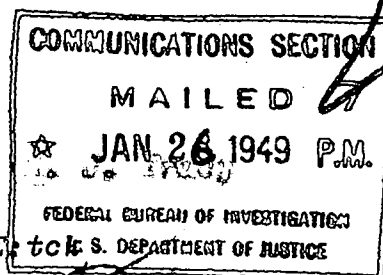
The examiner did not consider the above condition disabling or disqualifying; however, he recommends that you moderate your diet, "avoiding excessive starches and sweets."

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of fire arms.

Sincerely yours,

John Edgar Hoover
Director

Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Tele. Room _____
Mr. Nease _____
Miss Gandy _____



HLE: tck S. DEPARTMENT OF JUSTICE

RECORDED
INDEXED

June 9, 1949

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

In connection with the Uniform Promotion Act, I am
indeed pleased to advise you that you have been recommended
for promotion from \$8800.75 per annum to \$9100.00 per annum
in Grade GS-14, effective June 12, 1949.

Sincerely yours,

J. Edgar Hoover
John Edgar Hoover
Director

248

CC - Mr. Tracy
Mr. J. E. Edwards
Movement Section,

Mr. Tolson _____
Mr. Clegg _____
Mr. Glavin _____
Mr. Ladd _____
Mr. Nichols _____
Mr. Rosen _____
Mr. Tracy _____
Mr. Egan _____
Mr. Gurnea _____
Mr. Harbo _____
Mr. Mohr _____
Mr. Pennington _____
Mr. Quinn Tamm _____
Mr. Nease _____
Miss Gandy _____

JW:bgb

RECEIVED
U. S. DEPT. OF JUSTICE
JUN 10 1949

JUN 9 10 10 AM '49

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

Date

June 9, 1949

Personnel Action Number

F. B. I. - 3318233182

Legal Authority

Nature
of ActionMR. QUINN TAMM
MR. QUINN TAMM
PERIODIC PAY INCREASE

Effective

June 12, 1949

Position

Insp. (Chf. Ident. Div.)

Grade

GAP 14
\$8808.75

Salary

\$8808
\$9108

Division

Div. One
Ident. Div.
D. C.

and

Section

Headquarters

Appropriations

S & E, F.B.I.

S & E, F.B.I.

Departmental
or Field☒ Dept.Field ☐Dept. ☐Field ☐

NATURE OF POSITION

a. VICE

b. ADDITIONAL IDENTICAL

c. NEW

P. C. NO.

P. C. NO.

P. C. NO.

Date of Birth

Date of Oath

REMARKS

From. under the Auto. Prom. Bill, Public Law
 4200 as amended 6-30-45. From. under the same
 Bill from \$5179.50 to \$5478.75 in GAP 14 eff.
 11-30-47. Last efficiency rating - EXCELLENT -
 Approved Rating Committee 4-6-49.

93 JUN 17 1949

08-4107

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin ✓

FROM : H. L. Edwards

SUBJECT: Quinn Tamm
Inspector
(Chief, Identification Division)

DATE: 6-3-49

Mr. Tolson ✓
Mr. Clegg
Mr. Glavin ✓
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Mohr
Mr. Pennington
Mr. Quinn Tamm
Tele. Room
Mr. Nease
Miss Holmes
Miss Gandy

RE: UPA PROMOTION

This employee entered on duty as a clerk on 12-3-34, was appointed a Special Agent on 4-21-35, and on 11-16-47 he was reallocated to Grade CAF-14, \$179.50 per annum. Due to the fact that in receiving this promotion he did not receive an equivalent increase in pay, he was afforded a Uniform Promotion effective 11-30-47 to \$478.75 per annum. As a result of the basic increase in pay effective 7-11-48 his present salary is \$808.75 per annum. He is eligible for a Uniform Promotion effective 6-12-49.

On 3-31-49 Mr. Tracy rated him EXCELLENT. approved 4-6-49.

RECOMMENDATION: It is recommended that he be afforded a Uniform Promotion to \$9108 per annum effective 6-12-49.

JEE:ese

H L Edwards
JEC

Jaguar
JUN 17 1949
Jaguar
6/6/49
RECORDED

67-37651-249
19
30
JUN 14 1949

Delivered
at 11:00 AM
6-9-49
Jaguar

October 7, 1949

Mr. Quinn Tamm
Federal Bureau of Investigation
Identification Building
2nd and D Streets, S. W.
Washington, D. C.

Dear Mr. Tamm:

With the completion of the recent Retraining Session of the FBI National Academy Associates, I wanted you to know how deeply I appreciate your contribution toward the success of this undertaking. I realize that the Retraining Session could not have been successfully completed had it not been for the devoted service which you and others performed. I, therefore, wanted to drop you this little note to tell you how grateful I am.

Sincerely yours,

37-51-250

RECEIVED - DIRECT
F B I
U.S. DEPT. OF JUSTICE
Oct 7 11 08 AM '49

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____

KRM:DMG

[Handwritten signature]

RECEIVED REAT 46 ROOM
F B I
Oct 7 10 47 AM '49
U.S. DEPT. OF JUSTICE

September 15, 1949

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Quinn:

I was indeed delighted to hear of the arrival of your son, Quinn, Jr. I know what a great pleasure he has brought into your lives, and I would like to express to Mrs. Tamm and you my sincere congratulations upon your good fortune.

May I also wish for your little boy a future filled with happiness and good health.

Sincerely,

J. Edgar Hoover

CC - Mr. Tracy
67-37651-
mjd

Mr. Tracy furnished the above information to the Personnel Unit.

Mr. Tolson	
Mr. Ladd	
Mr. Clegg	
Mr. Glavin	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Harbo	
Mr. Mohr	
Tele. Room	
Mr. Nease	
Miss Gandy	

COMMUNICATIONS SECTION

MAILED 3

★ SEP 19 1949 P.M.

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

SEP 15 2 50 PM '49

RECEIVED - DIRECT
F B I
U. S. DEPT. OF JUSTICE

RECEIVED - MR. TOLSON

SEP 18 2 22 PM '49

13 SEP 22 1949

✓ B

44

gmv



United States Department of Justice
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 31, 1949, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~WIRE TRANSFER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Funds:

Name Mrs. Ora Belle P. Tamm Address 3726 Connecticut Avenue, N.W., Wash., DC
Relationship Wife Dated July 28, 1949

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Ora Belle P. Tamm Address 3726 Connecticut Avenue, N.W., Wash., DC
Relationship Wife Dated July 28, 1949

Very truly yours,

Special Agent

NOT RECORDED

2 AUG 11 1949

ack
CE 3-10-49

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

June 15, 1949

Mr. Tolson	✓
Mr. Ladd	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Harbo	
Mr. Mohr	
Tele. Room	
Mr. Nease	
Miss Gandy	

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

I wish to acknowledge your letter of June 9th
advising me of my promotion to \$9108.00 per annum in
Grade CAF-14.

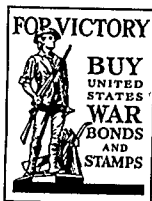
I am deeply grateful for the consideration which
you have shown me in this regard and hope that my work will
continue to meet with your approval.

Respectfully yours,

Quinn Tamm
Quinn Tamm

67-101-1000-1000
JUN 20 1949
5 JUN 15 1949
FEDERAL BUREAU OF INVESTIGATION

DIRECTOR



Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TRACY *pr*
 FROM : Quinn Tamm *JP*
 SUBJECT: CHANGE OF RESIDENCE

DATE: February 27, 1950

Please be advised that I have changed my residence. My new address is:

3207 Coquelin Terrace, Chevy Chase, Maryland.

Telephone number:

OLiver 1690.

My legal residence should now be shown as Chevy Chase, Maryland.

QT/jl

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Coffey _____
 Mr. Glavin ✓ _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Tracy _____
 Mr. Mohr _____
 Mr. Carson _____
 Mr. Hendon _____
 Mr. Mumford _____
 Mr. Jones _____
 Mr. Quinn Tamm _____
 Tele. Room _____
 Mr. Nease _____
 Miss Bealm _____
 Miss Gandy _____

37651-251

60 13

13 MAR 23 1950

*File of movement
 records noted
 2-28-50
 JCS*

3/1/50
 PERSONNEL

NAME: Tamm, Quinn POSITION: Inspector
EOD: 12/3/34
SALARY: GS-14 \$9200
OFFICES OF PREFERENCE: (1) (2)

Assistant Director Tracy:

Inspector Tamm is in charge of all technical and non-technical fingerprint procedures in the Identification Division. He has been assigned to the Identification Division for a number of years and is extremely capable. He is well entitled to the status of Excellent.

Inspector Long:

Inspector Tamm was most cooperative during the inspection. He at all times seemed to be most objective in his consideration of the many matters which came to his attention incident to the inspection. He, of course, due to his years of experience, has a most detailed knowledge of the procedures in the Identification Division and its problems.

Inspection Report
Identification Division
Inspector McIntire
Interviewed by: H. B. Long
Date: 12/21/49

RECORD OF PHYSICAL EXAMINATION OF OFFICER AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME TAMM, Quinn AGE 39 YEARS, 7 MONTHS
NATIVITY (state of birth) D. C. MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 7
FAMILY HISTORY Father deceased died age 55, pneumonia Mother
Deceased died age 63. Virus infection of liver.
One brother living and in good health. No family disease history.
HISTORY OF ILLNESS OR INJURY Childhood diseases. Rheumatic fever at age of 12.
3 operations for cyst at base of spine last one 1937 or 1938.

HEAD AND FACE

EYES: PUPILS (size, shape, reaction to light and distance, etc.)

DISTANT VISION RT. 20/20, corrected to 20/LT. 20/20, corrected to 20/COLOR PERCEPTION normal AOC Plates

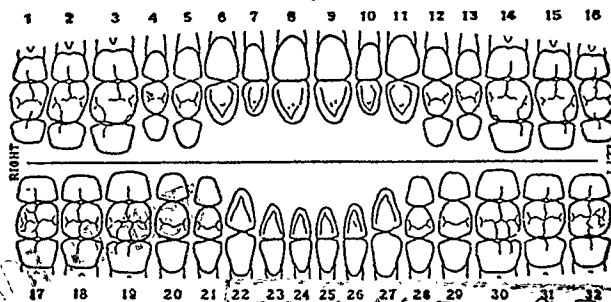
(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS noneEARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'DISEASE OR DEFECTS noneNOSE normal

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES normalTONGUE, PALATE, PHARYNX, LARYNX, TONSILS tonsils surg. absent

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH as indicatedNONVITAL TEETH nPERIAPICAL DISEASE nMARKED MALOCCLUSION nPYORRHEA ALVEOLARIS nTEETH REPLACED BY BRIDGES # 12DENTURES nREMARKS n

W. C. Wohlforth, Jr. Cdr DC-USN

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE medium

TEMPERATURE

HEIGHT 71WEIGHT 197

RECENT GAIN OR LOSS, AMOUNT AND CAUSE

SKIN, HAIR, AND GLANDS

NECK (abnormalities, thyroid gland, trachea, larynx)

SPINE AND EXTREMITIES (bones, joints, muscles, feet) normal - no swelling of ankles.

Jul 24 3/31/57
4/16/57

70

THORAX (size, shape, movement, cage, mediastinum) normal
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. normal
x-ray of chest neg.

CARDIO-VASCULAR SYSTEM normal functionally.
HEART (note all signs of cardiac involvement) systolic murmur over base,
no impairment.

PULSE: BEFORE EXERCISE 76 BLOOD PRESSURE: SYSTOLIC 140
AFTER EXERCISE 84 DIASTOLIC 88
THREE MINUTES AFTER 76
CONDITION OF ARTERIES elastic CHARACTER OF PULSE regular
CONDITION OF VEINS normal HEMORRHOIDS none

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) op. scar
buttocks - pilonidal cyst. Healed no drainage.

GENITO-URINARY SYSTEM normal
URINALYSIS: SP. GR. 1.025 ALB. n SUGAR n MICROSCOPICAL n
VENEREAL DISEASE none

NERVOUS SYSTEM normal
(organic or functional disorders)
ROMBERG negative INCOORDINATION (gait, speech) none
REFLEXES, SUPERFICIAL present DEEP (knee, ankle, elbow) normal TREMORS none
SEROLOGICAL TESTS KAHN NEG. BLOOD TYPE A2 Rh Positive
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) none apparent

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1933

TYPHOID PROPHYLAXIS: NUMBER OF COURSES
DATE OF LAST COURSE no

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE

SUMMARY OF DEFECTS

CAPABLE OF PERFORMING DUTIES INVOLVING ARDUOUS PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS YES (yes or no)
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)
No recommendations. ECG - reported within normal limits.
Heart murmur fully compensated at this time.

ABOVE URINALYSIS 2/27/50 - neg. except
for 2 or 3 W.B.C.'s. - not significant. A. J. White
Capt. MC USN Ret.

DATE OF EXAMINATION February 27, 1950



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 3-29-50
Address 3207 Coquelin Terrace, Chevy Chase, Maryland

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 3-29-50
Address 3207 Coquelin Terrace, Chevy Chase, Maryland

ask
MAR 30 1950
del

Very truly yours,

Special Agent

Mr. Quinn Tamm
Federal Bureau of Investigation
U. S. Department of Justice

REPORT OF
EFFICIENCY RATINGADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: REGULAR (X) SPECIAL ()
PROBATIONAL ()As of 3-31-50 based on performance during period from 4-1-49 to 3-31-50Quinn Tamm (Name of employee) Inspector Chief, GS-14 (Title of position, service, and grade)Federal Bureau of Investigation, Identification Division, Front Office
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE		CHECK ONE:
☒ if adequate	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.	Administrative, supervisory, or planning ☒
☐ if weak	2. Underline the elements which are especially important in the position.	All others ☐
☒ if outstanding	3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	
☐ (1) Maintenance of equipment, tools, instruments.	☒ (21) Effectiveness in planning broad programs.	
☐ (2) Mechanical skill.	☒ (22) Effectiveness in adapting the work program to broader or related programs.	
☐ (3) Skill in the application of techniques and procedures.	☒ (23) Effectiveness in devising procedures.	
☐ (4) Presentability of work (appropriateness of arrangement and appearance of work).	☒ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.	
☐ (5) Attention to broad phases of assignments.	☒ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.	
☐ (6) Attention to pertinent detail.	☒ (26) Effectiveness in instructing, training, and developing subordinates in the work.	
☐ (7) Accuracy of operations.	☒ (27) Effectiveness in promoting high working morale.	
☐ (8) Accuracy of final results.	☒ (28) Effectiveness in determining space, personnel, and equipment needs.	
☐ (9) Accuracy of judgments or decisions.	☒ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.	
☐ (10) Effectiveness in presenting ideas or facts.	☒ (30) Ability to make decisions.	
☐ (11) Industry.	☒ (31) Effectiveness in delegating clearly defined authority to act.	
☐ (12) Rate of progress on or completion of assignments.		
☐ (13) Amount of acceptable work produced. (Is mark based on production records? <u> </u>) (Yes or no)		
☒ (14) Ability to organize his work.		
☒ (15) Effectiveness in meeting and dealing with others.		
☒ (16) Cooperativeness.		
☒ (17) Initiative.		
☒ (18) Resourcefulness.		
☒ (19) Dependability.		
☒ (20) Physical fitness for the work.		

STATE ANY OTHER ELEMENTS CONSIDERED

(A) _____
(B) _____
(C) _____

STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated

Check marks or better on all elements rated, and plus marks on at least half of the underlined elements

Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance

Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance

Minus marks on at least half of the underlined elements

Adjective
Rating

Excellent

Very Good

Good

Fair

Unsatisfactory

Rating

Official

Reviewing
officialRated by Stanley T. Tamm (Signature of rating official) Assistant Director (Title) 3-31-50 (Date)

Reviewed by _____ (Signature of reviewing official) _____ (Title) _____ (Date)

Rating approved by efficiency rating committee _____ (Date) Report to employee _____ (Adjective rating)

QUINN TAMM
INSPECTOR CHIEF -- GS 14

Inspector Tamm is in charge of all technical fingerprint work in the Identification Division. He continues to fulfill this assignment in an excellent manner.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : H. H. CLEGG *Wm*

SUBJECT: INSPECTION ASSIGNMENTS

DATE: 3/14/50

INSPECTION

Reference is made to the Executives Conference memorandum dated March 7, 1950, concerning field inspections, which is attached. There are set forth below suggested inspection assignments to be handled during the current year by the Assistant Directors, the Number One Men, and the Bureau Supervisors listed in the attached memorandum:

Assistant Directors

Letter of assignment written 3/21/50 HHC

SMR Tracy ✓	- Cincinnati
HMC Clegg ✓	- Charlotte
WMR Glavin ✓	- Pittsburgh
LMR Nichols ✓	- Richmond
RMH Belmont ✓	- New Haven
Mr. Rosen ✓	- Norfolk
RMH Harbo ✓	- Knoxville

Other Bureau Officials

Letter of assignment written 3/21/50 HHC

Q. Tamm ✓	- Buffalo
N. P. Callahan ✓	- Albany
J. J. McGuire ✓	- Louisville
L. L. Laughlin ✓	- Atlanta
C. E. Hennrich ✓	- Birmingham
E. E. Hargett ✓	- Memphis
J. A. Carlson ✓	- Springfield
J. P. Mohr ✓	- Milwaukee
G. A. Nease ✓	- Indianapolis

In view of the fact that some of the offices listed above were suggested in my memorandum of March 2, 1950, as tentative assignments for Messrs. K. R. McIntire, F. H. McIntire, J. A. Sizoo, H. B. Long, B. C. Brown and G. C. Gearty of the Training and Inspection Division, the following suggested assignments are being recommended for these men:

Letter of assignment written 3/21/50 HHC

J. A. Sizoo ✓	- Baltimore (recheck); Cleveland
B. C. Brown ✓	- St. Louis; Little Rock
H. B. Long ✓	- Administrative Div. (with Mr. Egan); Wash. Field
G. C. Gearty ✓	- Omaha; Kansas City
K. R. McIntire ✓	- Savannah
F. H. McIntire ✓	- Dallas

Before being assigned to conduct any inspections, the above officials who have not had previous experience on field inspections, other than Assistant Directors, will be assigned to assist Mr. Naughten or Mr. Gurnea on a regular inspection in order to give them the necessary experience.

NHH:BG

Attachment

MAILED 8

MAR 22 1950

COMM - FBI

67-030-1536

FEDERAL BUREAU OF INVESTIGATION

APR 25 1950
FEDERAL BUREAU OF INVESTIGATION
RECEIVED READING ROOM
APR 21 1950

With reference to Mr. Gurnea's and Mr. Naughten's assignments, the following are being recommended:

Mr. Gurnea

Present Assignments:

Security Division (recheck)

London, Paris & Madrid Liaison Offices

Second Trip:

Butte

Anchorage

Salt Lake City

Denver

Third Trip:

Seattle

Portland

San Francisco

Mr. Naughten:

Present Assignments:

Albuquerque

Second Trip:

Philadelphia (recheck)

Mobile

Miami

San Juan

Third Trip:

Boston

Detroit

Chicago

Minneapolis

Newark

Fourth Trip:

Los Angeles

Honolulu

Houston

New Orleans

Fifth Trip:

New York

*Let to
Naughten
3/26/50
HHC*

*OK
3-15
✓
OK
L*

MR. TOLSON

4/4/50

H. H. CLEGG

TRAINING IN INSPECTION PROCEDURES

The following employees received training in inspection procedures on March 27 and 28, 1950:

John F. Desmond
Carroll Doyle
Edward E. Hargett
Donald Wilberg Kuno

Edgar Lee Robbins
Quinn Tamm

b6
b7C

These employees are believed to be well qualified to assist on inspections.

FHM:BG

Processing
Checked
Filed

map
ger

December 12, 1950

0
Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$9200 per annum to \$9400 per annum in Grade GS 11, effective December 10, 1950.

Sincerely yours,

J. Edgar Hoover

J. Edgar Hoover
Director

10 JAN 5 1951

37651-233

92

CC: Mr. Tracy (PERSONAL ATTENTION)
Mr. J. E. Edwards
Movement Section

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

JW:map
67-37651

DEC 12 1950
COMM - FBI

RECEIVED READING ROOM
F B I
U. S. DEPT. OF JUSTICE
DEC 12 11 34 AM '50

RECEIVED DIRECTOR
F B I
U. S. DEPT. OF JUSTICE
DEC 12 11 51 AM '50

V B

U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED
BUDGET BUREAU NO. 50-R064

Prepared by *al*
Checked by *JA*
Filed by: *JA*

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR. - MISS - MRS. - FIRST - MIDDLE INITIAL - LAST) MR QUINN TAMM		2. DATE OF BIRTH 9-10-10		3. JOURNAL OR ACTION No. F. B. I. 9428		4. DATE 12-3-50					
This is to notify you of the following action affecting your employment:											
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) PERIODIC STEP INCREASE				6. EFFECTIVE DATE 12-10-50		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY TO					
Inspector (Chief Ident. Div.) GS 14 \$9200 per annum Ident. Division D. C.				8. POSITION TITLE							
				9. SERVICE, GRADE, SALARY 10. ORGANIZATIONAL DESIGNATIONS 11. HEADQUARTERS							
☐ FIELD ☐ DEPARTMENTAL				12. FIELD OR DEPT'L ☐ FIELD ☐ DEPARTMENTAL							
13. VETERAN'S PREFERENCE NONE ☐ 5 PT. ☐ 10 POINT ☐ WWII ☐ WWI ☐ OTHER ☐				14. POSITION CLASSIFICATION ACTION NEW ☐ VICE ☐ I. A. ☐ REAL ☐							
15. SEX M		16. RACE W		17. APPROPRIATION S. & E., FBI FROM: same TO:		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) YES		19. DATE OF OATH (ACCESSIONS ONLY)		20. LEGAL RESIDENCE	
REMARKS 1 DEC 21 1950 Mr. Tamm, under the Civil Serv. Act, 1911, \$20100 pay (GS 14) was awarded 6-30-49 & from, under the same Bill from \$8308.75 to \$9100 in GS 14 eff. 6-12-49. Last efficiency rating - EXCELLENT - Approved Rating Committee 4-12-50.											
SIGNATURE OR OTHER AUTHENTICATION <i>JA</i>											

March 31, 1950

~~CONFIDENTIAL AND UNCLASSIFIED~~

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

1565-SDP/mde
6/6/91

Dear Mr. Tamm:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on February 27, 1950.

This report reflects that you have no disqualifying physical defects.

The systolic murmur, which was previously noted is considered to be fully compensated at this time according to the examiner. The electrocardiogram afforded you in this connection was within normal limits.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover
Director

aw

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

Mr. J. Tracy

EEF: to k

[Handwritten signatures and initials]

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : H. H. CLEGG *Att*

SUBJECT: QUINN TAMM, BUREAU
AIDE TO INSPECTOR

DATE: 5/17/50

Mr. Tolson	✓
Mr. Clegg	
Mr. Glavin	✓
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

The above named Inspector assisted Mr. Naughten during the recent recheck at Philadelphia. Mr. Tamm displayed a continuing and mature interest and enthusiasm in the handling of his assignments. His approach to his work was objective and his productivity was marked. Though he has not had continuing and intimate contact with routine field office administration, still it was readily apparent that he can very quickly absorb the elements of a situation and thereafter resolve the questions involved in a direct, searching and accurate fashion. He evidences business skill and insistence on high standards. It is felt that Mr. Tamm is qualified to conduct his own inspection of a field office in line with his current assignment regarding such.

1
TEN:10

67-37651-254

13
2

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

FROM : H. L. Edwards

SUBJECT: QUINN TAMM
Inspector
Chief, Identification Division

DATE: 12-5-50

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

RE: UNIFORM PROMOTION

This employee entered on duty as a Clerk on 12-3-34, was appointed a Special Agent on 4-21-36, and on 11-16-47 he was reallocated to Grade CAF-14, \$8179.50 per annum. As the result of two Uniform Promotions and two basic increases his present salary is \$9200 per annum in GS-14. He is eligible for a Uniform Promotion effective 12-10-50.

By letter dated 10-7-49 the Director's appreciation was expressed to him for his contribution toward the success of the Retraining Session of the FBI National Academy Associates.

During an Inspection of the Identification Division in December, 1949, Inspector Long said he was most cooperative during the Inspection. He at all times seemed to be most objective in his consideration of the many matters which came to his attention incident to the Inspection. He, of course, due to his years of experience, had a most detailed knowledge of the procedures in the Identification Division and its problems.

On 3-31-50 Assistant Director Tracy rated him EXCELLENT and said he was in charge of all technical fingerprint work in the Identification Division. He continued to fulfill this assignment in an excellent manner.

In May, 1950 Inspector Tamm assisted Mr. Naughten during the recent recheck of the Philadelphia Office. He displayed a continuing and mature interest and enthusiasm in the handling of his assignments. His approach to his work was objective and his productivity was marked. Though he had not had continuing and intimate contact with routine field office administration, still it was readily apparent that he could very quickly absorb the elements of a situation and thereafter resolve the questions involved in a direct, searching and accurate fashion. He evidenced business skill and insisted on high standards. It was felt that Mr. Tamm was qualified to conduct his own inspection of a field office in line with his current assignment regarding such.

It is noted that the daily average overtime work by Mr. Tamm for October was 2 hours 36 minutes. The average overtime for Special Agent personnel in the Identification Division for the month of October was 1 hour 37 minutes.

RECOMMENDATION: It is recommended that he be afforded a \$200 increase in salary under the provisions of the Uniform Promotion Act to \$9400 per annum in GS-14, effective 12-10-50.

JEE:mj

H. L. Edwards
for

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. TRACY

DATE: September 27, 1950

FROM : Quinn Tamm

SUBJECT: [REDACTED]
Former Bureau Employee

Reference is made to the attached memorandum from Mr. H. L. Edwards to Mr. Glavin in which the recommendation is made that further inquiry be made into the circumstances of [REDACTED] resignation and that my observations be secured.

b6
b7C

The circumstances surrounding the method or manner in which [REDACTED] searched fingerprint cards in the Identification Division is completely and totally outlined in my memorandum dated August 7, 1950. On the basis of this memorandum and the specific instances outlined therein, I recommended that [REDACTED] be dropped from the rolls. As a matter of actual fact he submitted his resignation at the Personnel Office after my discussion with him.

Based upon the record as outlined in the memorandum of August 7, 1950, there is no question in my mind whatsoever that Smith was not performing his work in a satisfactory manner and the tabulation of time checks maintained by the Assistant Coordinator leaves absolutely no doubt as to this.

With respect to the statement that I had not made good a promise to [REDACTED] in which I allegedly told him that I would prepare a memorandum and would allow [REDACTED] to read it, this is an absolute falsehood. I never at any time told [REDACTED] that he could read anything that I was going to dictate. I told [REDACTED] that based upon the material at hand I was going to recommend to the Bureau that he be fired. With regard to his statement that he had a limited opportunity to discuss this with me, this is again not true. I discussed this matter with [REDACTED] fully and completely going over each of the fingerprint cards with him by myself, I discussed the matter with him in the presence of Special Agent G. J. Engert, and I discussed the matter with him in the presence of SA Engert and [REDACTED] and I then discussed the matter with [REDACTED] again by myself. He had more than ample opportunity to discuss the matter fully and completely.

b6
b7C

I would like to comment concerning [REDACTED] statement that three Assistant Coordinators in the Identification Division advised him that a derogatory letter had gone out of the Bureau on him. While this matter does not seem worthy of such comment it should appear obvious that such a statement is a figment of Mr. [REDACTED] imagination. As the Bureau well knows, letters of this type are prepared in the Administrative Division of the Justice Building. Copies of them are not sent to the Identification Division and there would be no way whatsoever for any Assistant Coordinator to know that a letter concerning [REDACTED] had been written in the Bureau. This is, I believe, just another

QT/jl
Attachment

5 DEC 13 1950

Memorandum to MR. TRACY
From Quinn Tamm

September 27, 1950

RE: [REDACTED]
Former Bureau Employee

instance of the type of individual with whom the Bureau is dealing.

I cannot understand how [REDACTED] at any time during my discussion with him, could imagine that the Bureau had dropped the whole matter. [REDACTED] very definitely understood my statement at the time he left my office that I was going to recommend to the Bureau that he be fired. At no time did I indicate that the matter was being dropped. Obviously, [REDACTED] was guilty of dishonest practices and failure to properly perform his work and I would not under any circumstances consider letting the matter drop.

b6
b7C

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Clegg

FROM : F. H. McIntire

SUBJECT: ~~INSPECTIONS AND SURVEYS~~

DATE: 8/30/50

Tolson _____

Ladd _____

Clegg _____

Glavin _____

Nichols _____

Rosen _____

Tracy _____

Harbo _____

Mohr _____

Tele. Room _____

Nease _____

Gandy _____

Purpose

To call to your attention the present picture as far as inspections and surveys are concerned and to make certain recommendations relative to our inspection and survey plans for the future.

Inspections

At present the Bureau's only full-time field inspector is Inspector Naughten. The average time required to conduct a field inspection is at least three weeks per inspection. One Inspector, therefore, can conduct about 15 or 16 inspections per year. During the fiscal year 1950, 21 regular field inspections and 4 recheck or spot check field inspections were conducted.

We have not, during the recent past, and are not at present achieving our goal of inspecting each office annually. At the present time there are 9 offices that have not been inspected in over two years, namely Kansas City, Pittsburgh, Albany, New Haven, Boston, Charlotte, Cleveland, Denver and Newark. There are 16 offices that were last inspected between 18 months and two years ago, namely Anchorage, Norfolk, Richmond, Honolulu, Los Angeles, New Orleans, Butte, Detroit, Salt Lake City, Minneapolis (inspection to start 8/31/50), Omaha, Houston, St. Louis, Savannah, Atlanta, and Dallas. There are two offices, namely Little Rock and Indianapolis, which were last inspected between one year and 18 months ago. The remaining 25 offices have been inspected during the past year.

On 3/14/50 each Assistant Director, each #1 Man and other specific Bureau supervisors were assigned to conduct at least one inspection. A total of 25 field offices were so assigned. Since that time 4 such field offices have been inspected, namely those assigned to Messrs. Harbo, Carlson, K. R. McIntire and Sizoo. Three of the remaining offices, namely those assigned to Messrs. Tracy, Tamm and Mohr have been inspected during the past year and are not due for another inspection until the latter part of this year. Mr. Tamm and Mr. G. C. Gearty have, by assisting on a regular inspection, qualified themselves to conduct the inspections assigned to them. The other officials, other than Assistant Directors, who are required to assist on a field inspection prior to conducting the inspection assigned to them have not qualified themselves in this respect. They have been advised in advance of pending nearby inspections but have been unable to get away from their regular assignments.

Surveys

Your memorandum to Mr. Tolson dated 7/21/49, which the Director

FHM:mfc

approved, recommends the assignment of three men to the Training Division to conduct surveys in the various Divisions similar to the work being done at that time by Mr. Long. Messrs. B. C. Brown, G. C. Gearty and J. A. Sizoo were transferred to the Training Division for this purpose. Messrs. Brown and Sizoo arrived 12/27/49 and Mr. Gearty arrived 2/28/50. These three men, along with Mr. Long, were given the following Divisions in which to conduct continuous surveys - Mr. B. C. Brown: Training Division; Investigative Division and Laboratory Division; Mr. G. C. Gearty: Identification Division; Mr. J. A. Sizoo: Administrative Division and Records and Communications Division; Mr. H. B. Long: Security Division.

These men were given indoctrination training in the Divisions assigned to them. Their specific assignment was to conduct surveys of problems found by themselves and problems referred to them by the various officials in the Divisions assigned to them and to take remedial action. In practice it has been found that these men have spent a greater majority of their time on other types of surveys than they have on the type of work originally planned. As a result of these special assignments these men have not had an opportunity to become as well acquainted with the problems of the Divisions assigned to them as they should. Following is a summary of the work performed by these men under the survey plan, as well as an estimate of the time spent on these surveys.

B. C. Brown - Mr. Brown, who was assigned to this Division 12/27/49, has spent approximately 3 or 4 weeks since that time on general survey work in the Divisions assigned to him. Surveys handled by him have been:

- a. Distribution of Identification Orders and Wanted Fliers. This resulted in instructions to the field that Agents could be more selective in their retention of IOs and Wanted Fliers.
- b. Routing of conference teletypes. This survey showed that the most economical and efficient conference groupings were not being made by the field. New instructions were sent to the field and supervision of conference teletypes at the SOG has tightened considerably. This will undoubtedly result in considerable financial saving to the Bureau.
- c. Preparation, handling and storage of negatives of evidence photographed by the Bureau. The goals of this survey were to reduce the costs of operating the photographic laboratory and to solve the problem of storage of negatives. This survey is still continuing with certain experiments being conducted by the Laboratory Division. When all have been completed the over-all problem should be materially improved.

Other surveys conducted by Mr. Brown which have been specifically assigned and which do not necessarily come under the survey program as planned are:

- a. Survey of Fraud and Accounting Section, Investigative Division, resulted in consolidation of the duties of two section chiefs and the resultant release of one man for other assignment.
- b. Personnel survey for Criminal Informant Desk, Investigative

- Division.
- c. Destruction of Records Survey.
 - d. Reduction of paper work survey.
 - e. Report writing survey.
 - f. Review of Owen Lattimore brief.
 - g. Security checks of Justice Building.
 - h. Auditing Bureau tours.
 - i. Survey of Criminal Section, Investigative Division.
 - j. Assisted on desk of Inspector J. A. Carlson in Mr. Tolson's office.
 - k. Survey of ticklers, Training Division.
 - l. Survey of War Plans material.
 - m. National Academy file review.

G. C. Gearty - Mr. Gearty arrived in the Training Division 2/28/50 and has spent approximately three weeks on actual survey work since his assignment. His work under the survey program consists of:

- a. Survey of Single Fingerprint File.
- b. Survey of indexing, Card Index Section.
- c. Survey of General Appearance File.

Other assignments handled by Mr. Gearty not in line with the survey program were:

- a. Assisting Mr. Glavin on special survey in Identification Division.
- b. Survey of savings based on employees' suggestions.
- c. Survey of procedures in handling general correspondence, Crime Records Section.
- d. Survey of report form.
- e. Inspector's aide, Philadelphia Inspection.
- f. Inspector's aide, Chicago Inspection.
- g. Reviewing self-inspection reports.
- h. Reviewing Lattimore brief.
- i. Preparation of annual report.
- j. Review of National Academy files.
- k. Audits of tours.

H. B. Long - Mr. Long has been assigned to this survey program since its inception. Since August 1949 Mr. Long estimates that he has spent approximately one week on the general survey program. During this week he surveyed:

- a. Central Research Desk.
- b. Security Index Program.

Other work performed during this period includes:

- a. Inspection, Identification Division.
- b. Inspection, Administrative Division.
- c. Survey of personnel needs, Espionage, Security Division.
- d. Survey of personnel needs, Special Inquiry Section, Investigative Division.

- e. Survey of delayed handling of particular piece of mail.
- f. Attendance, two special conferences on security matters.
- g. Handling Inspector's Aide training class.
- h. Review of brief of Lattimore case.
- i. Reviewing and briefing National Academy files.
- j. Preparation of instructions, monthly field inspection of automobiles.
- k. Survey to reduce paper work.
- l. In-Service training.
- m. Survey of Laboratory ticklers.
- n. Survey in connection with Senator Lodge's comments on loyalty cases.
- o. Field survey, Bureau war plans.
- p. Relief, Section Chief, Inspection and Planning Section.

Mr. J. A. Sizoo - Mr. Sizoo was assigned to the Training and Inspection Division on 12/27/49 and has spent approximately two weeks on actual survey program since that time. During this period he conducted the following work:

- a. Indoctrination tours of Divisions assigned to be surveyed.
- b. Conferred with Mr. Waikart on survey procedures for Records and Communications Division.
- c. Conference with Mr. M. A. Jones.
- d. Collaboration on information for the Bureau of Budget on the Bureau's management and improvement program with Mr. A. P. Gunsser, Administrative Division.

In addition to the above, Mr. Sizoo's time has been occupied in part as follows:

- a. Assisting on self-inspection, Training Division.
- b. Survey on destruction Bureau records.
- c. Survey on use of pink memoranda in the Bureau.
- d. Survey re personnel needs, Records Section.
- e. Survey re additional personnel needs, Crime Records Section.
- f. Attending In-Service.
- g. Survey on correlation of information in Bureau files.
- h. Assisting on the inspection of the Administrative Division.
- i. Survey re delayed handling of particular piece of mail, Administrative Division.
- j. Survey re location of emergency Bureau headquarters.
- k. Assisted in inspection Miami office.
- l. Conducted inspection of Birmingham office.
- m. Assignment on Mr. Carlson's desk in Mr. Tolson's office.

Conclusions

A. Inspections

1. The plan to have Assistant Directors, #1 men and specific supervisors conduct field inspections is not materially reducing the inspection delinquency. 25 such inspections were assigned 3/14/50, to be conducted during

this year. 4 of these inspections have been conducted to-date.

2. With only one full-time field inspector we cannot hope to come anywhere near inspecting each office once each year even if the Bureau officials do conduct the inspections assigned to them. An inspector with no interruptions other than Annual Leave can inspect on the average of 15 or 16 offices per year.

3. That the equivalent of three full-time inspectors are needed to handle field inspections. This does not take into consideration the handling of major cases and specials.

B. Surveys

1. The men assigned to do survey work have been used a majority of the time on work other than that for which they were transferred to the Training Division.

2. That these men have been fully occupied.

3. That the accomplishments of the survey men, considering the time they have been able to spend on survey work, are satisfactory.

4. That the achievements of these survey men could be increased if they were permitted to do only survey work.

5. That better results could be obtained to the Bureau by more frequent full inspections of each Division, say once each year or 18 months, than will be obtained under the survey system as it is operating today. (As evidence of this, the recent full inspection of the Administrative Division resulted in clearing up a bad personnel situation, the reduction of personnel in one Section by 4 employees with an increase in efficiency, the consolidation of the various Bureau machine accounting equipment into one unit, as well as other accomplishments.)

Recommendations

1. That the matter of inspections by Assistant Directors, #1 men and specific Bureau supervisors be discussed at the Executives Conference and that it be determined whether or not the present international situation should have any effect on their conducting these inspections. If these inspections are to be conducted as assigned, that the Assistant Directors endeavor to conduct their inspections in the near future and that they release their #1 men to assist on an inspection in order that they may qualify themselves to conduct the inspections assigned to them, before the end of this year.

2. That another full-time field inspector be secured and assigned to the Training Division. The following are suggested for consideration: These men were selected from the list of single SAC's, ASAC's and Inspector's Aides.

(A) MR. JOSEPH E. ~~X~~THORNTON, SAC, Boston, single, age 44. Mr. Thornton has had experience as a Field Inspector, has had wide Field administrative and investigative experience, has been recommended by Mr. Gurnea for the position of Inspector, and the Director has noted that he is capable of taking on more responsibility.

(B) MR. GEORGE R. ~~X~~McSWAIN, SAC, Chicago, divorced, age 39. Mr. McSwain has had inspection experience, has had wide Field investigative and administrative experience, has Excellent efficiency ratings, and has been recommended by Mr. Gurnea for the position of Inspector. (It is realized that Mr. McSwain is in charge of one of the Bureau's very important offices.)

The following could be considered on a long-range program to be trained for inspection work:

(A) JOHN HENRY ~~X~~WILLIAMS, SAC, Anchorage, single, age 38. Mr. Williams has had inspector's aide experience, has received Excellent ratings as an Agent and Very Good ratings as an SAC, appears to be aggressive and to possess the qualities that would eventually make him a good Inspector. *I agree HHC*

(B) WILLIAM E. ~~X~~CLARK, Supervisor, Administrative Division, single, age 36. Mr. Clark is presently in Grade GS-12, has an excellent record in the Administrative Division, but has had limited Field experience. *I agree HHC*

(C) EDWARD JOHN ~~X~~MARTIN, assigned to Chicago Division, single, age 36. Mr. Martin is presently in Grade GS-12, has served as Legal Attache, has had extensive inspector's aide training, and is reported to be an Excellent Aide. *Da gurnea*

(D) JOHN A. ~~X~~CIMPERMAN, Legal Attache, London, single, age 42. Mr. Cimperman is in Grade GS-14, has a very good record but has had limited Field experience. *no file*

3. It is recommended that the survey program be altered (since the men are not being permitted to spend a major portion of their time on surveys) and that the four men assigned to do this work be utilized as follows:

A. Each be assigned 5 or 6 Field inspections each year. (These assignments to be staggered so that not more than 2 of the men would be used on inspections at any one time.)

B. That the remainder of their time be occupied in conducting SOG inspections and special assigned surveys and projects at the SOG and in the Field.

4. It is recommended that the frequency of SOG inspections be accelerated in order that each Division would be inspected at least once each 18 months. It is believed that these inspections would assist the Assistant Directors in improving their Divisions and in maintaining them at a high degree of efficiency. The survey men would be used on these inspections.



United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 8-24-50

Address 3207 Coquelin Terrace, Chevy Chase, Maryland

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 8-24-50

Address 3207 Coquelin Terrace, Chevy Chase, Maryland

SEP 14 1950

Very truly yours,

Special Agent

Mr. Quinn Tamm
Federal Bureau of Investigation
U. S. Department of Justice

June 26, 1950

Mr. Stanley J. ~~Tracy~~
Federal Bureau of Investigation
Washington, D. C.

RE: IDENTIFICATION DIVISION/SURVEY

Dear Sir:

I am attaching hereto a copy of a survey conducted of the Identification Division, which was recently completed by Mr. Glavin, and in which a number of recommendations are made insofar as the work of the Identification Division is concerned.

I am greatly concerned over the manner in which the everyday work of the Identification Division has been supervised, and I feel very definitely that a number of the suggestions, which were made by Glavin during the survey of the Identification Division, are such that they should have been evident to the supervisory staff of the Identification Division if that staff had been on its toes and had been closely following the work of the Division.

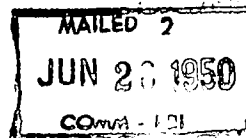
I have approved the recommendations made by Glavin and have instructed that he again check into these matters in the early fall to determine whether they have been placed into effect.

At this time, I want to point out that I feel it is absolutely essential that both yourself and Mr. Quinn Tamm spend the greater part of your time on the floor actively observing the flow and handling of the work in the Division. The work of the Identification Division is such that the supervisory staff must necessarily be continually aware of the hour to hour changes and this awareness cannot be had on a long range basis, but must be through and from actual observance of the flow of work in the Division. There appears to be no reason why the streamlining of the handling of fingerprint records coming into the Division had not been instituted by you prior to this time. It is very evident to me, from a review of the survey report, that many elementary time-saving devices, which should have been instituted prior to the time of the survey, were not instituted solely because the supervisory staff of the Identification Division was not in close enough touch with the actual work of the employees of the Division to enable it to put into effect various labor-saving devices.

Tolson
Ladd
Clegg
Glavin
Nichols
Rosen
Tracy
Harbo
Mohr
Tele. Room
Nease
Gandy

With reference to the Agent supervisory staff, I recently called to your attention the very unsatisfactory handling of certain personnel matters by Special Agent Joseph M. O'Connor. I am uncertain concerning

WRG:VH



Mr. Stanley J. Tracy

his ability to fulfill his present assignment on an entirely satisfactory basis. As I pointed out to you, it is absolutely essential that he utilize better judgment in the handling of personnel matters in the future if he is to be continued in his present post of duty.

I want to further call to your attention the fact that Special Agent [redacted] of the Typing, Posting, Liaison and Assembly Sections, has been designated as the weakest Agent supervisor in the Identification Division. Frankly, in view of the tremendous amount of work being referred to the Bureau for handling at the present time, the Bureau cannot under any circumstance tolerate any supervisor who cannot effectively and continuously give the highest type of supervision to the sections over which he has jurisdiction. It is not enough that the Agent supervisor put in an actual appearance in the various sections supervised by him, but more than that, he must be thoroughly aware of the conditions existing, and it is his responsibility at all times to keep Mr. Tamm and you advised of any possible bottlenecks which may exist in any of the sections under his jurisdiction. There is no excuse for any heavy delinquencies existing in the Identification Division today and, if the supervisory personnel are acquainted with possible bottlenecks within a division, these bottlenecks can be eliminated without any great delay. It should be evident to you that when a delinquency begins to mount, that some affirmative action be taken immediately to eliminate such delinquencies. This is particularly true in a section such as the Typing and Liaison Sections where once a delinquency begins to mount, it becomes increasingly difficult to bring the work back to a current status. I want you to personally interest yourself in the manner in which the various Special Agent supervisors are handling the sections assigned to them and want your recommendation at any time you feel that any supervisory employee, whether Special Agent or clerical, is not properly handling the duties assigned to him.

Further, in connection with the personnel relations in the Identification Division, I feel that a more personal and friendly liaison with the clerical supervisory and employee staff would result in an increase in the production of work in the Division. By this I do not mean that any undesirable procedures need be instituted, but I am of the firm belief that with the number of young employees assigned to the Identification Division, that those employees who have exhibited the same degree of loyalty to the Bureau as have other employees in the Bureau will exert further efforts in their handling of the work assigned to them if they feel that they are considered as necessary and important employees rather than mere impersonal cogs in the wheel.

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Mr. Stanley J. Tracy

This is a matter which is the direct responsibility of you and your Special Agent supervisory staff and you must continue to give this particular problem your personal attention.

I further feel that due to the fact that the Identification Division is open on a twenty-four hour a day basis, seven days a week, that there should be a continued schedule of assignment whereby certain of the Special Agent supervisors can be present in the Identification Division not only during the regular working day, but at times during the evening hours, as well as midnight, Saturday, Sunday and holiday tours of duty. In this way and in this way only can you and the Special Agent supervisors under your jurisdiction personally know of the problems being faced by the employees in the Identification Division on off hours of duty.

I have further discussed with Mr. Glavin at some length the desirability of having a regular Saturday tour of duty in the Identification Division and I feel that, if possible, such a Saturday tour of duty should be instituted without delay. In connection with this suggestion, I am desirous of your polling the employees in the Identification Division to ascertain which of those employees would be willing and desirous of working Tuesday through Saturday rather than Monday through Friday. If it is possible to secure a voluntary staff in all sections of the Division for Saturday work, it will enable the Bureau to eliminate to a great extent the abnormal receipts which are received in the Identification Division each Monday, and it will be further possible to handle a great many priority prints on Saturday, which otherwise would necessarily have to remain unhandled in the Division until Monday. You should, therefore, immediately poll the employees of the Division, advising me at the earliest possible date the results thereof. At that time, I will further advise you as to the Bureau's desires concerning this particular tour of duty.

Another matter, which I wish to call to your attention, is that of the granting of annual leave in the Identification Division. I do not want to in any way curtail the granting of annual leave to employees assigned to the Identification or any other Division in the Bureau. We must remember, however, that the work of the Bureau comes first and there must be a proper evaluation of the work loads presently being handled in the granting of leave to employees in your Division. As I understand it, regular annual leave is held down to ten per cent of the actual working staff and it is felt that, unless definite emergencies exist, the granting of annual leave should not exceed this percentage. Further, if the Special Agent supervisory staff of the Division is thoroughly aware of the work loads in their various sections,

Mr. Stanley J. Tracy

they can be of assistance to you in the approval of leave in those various sections. I realize with the coming of the summer months and with holidays falling on regular workdays, that many requests may be made for annual leave bridging the holiday period with the result that necessary work must be delayed in final handling. This is your responsibility and it is expected that these work loads will be borne in mind by you in the granting of leave in your Division.

I want further to invite your attention to paragraph three of the Summation and Consolidation of Recommendations where the statement is made that the Identification Division can become a slave to a system if systems are not carefully watched. In this regard, I am desirous of you and your supervisory staff giving constant attention to the various systems set up in the Identification Division to assure that outmoded, unnecessary and archaic systems, which may have been placed into effect during the war years and which are not now necessary, be discontinued at the earliest date possible.

In this regard, I am desirous of your following the project of the installation of "dumb-waiter" facilities in the Identification Division at the earliest possible date, which will eliminate certain of the manual messenger duties and will further expedite the handling of fingerprint records throughout the Division. I feel that such facilities should encompass the entire Division from the Recording Section down through the Typing Section, and these facilities should be so set up that there will be a minimum of delay in the transmission of records from floor to floor.

I am desirous of continuous study being given to the tagging of priority prints to determine whether such tagging of prints can be eliminated in the near future. Further, I am considerably concerned regarding the number of illegible prints, mainly of a noncriminal character, which are being received by the Identification Division. I understand that the supervising Special Agent has given this matter thought and attention, and that instructions have gone out to contributors as to the proper manner in which fingerprints should be taken. I do not feel that we should rest at this point so long as the number of fingerprints, which must be returned, is the present considerable number. I feel that this is a problem of education to those who are taking the fingerprints and I want you to personally give this matter your consideration so that the necessary discussions can be had with either the Immigration and Naturalization authorities or appropriate representatives of the State Department to determine how we can best assist those agencies in the proper taking of fingerprint impressions. The same is true wherein any other contributor is improperly taking fingerprint impressions, which are forwarded to us for handling. We

Mr. Stanley J. Tracy

cannot be criticized for demanding a proper standard of performance insofar as the taking of fingerprints are concerned and this must be a continuing project in your Division so that we can eliminate a great number of illegible prints which we are presently receiving. You should keep me advised concerning additional steps taken by you in this matter.

With reference to the Card Index and other sections in which production quotas are assigned, it is the responsibility of the supervisory staff of your Division to continuously keep on top of these production quotas to determine whether changes should be made in the minimum quotas established. It stands to reason as the employees become more adept and more experienced in the handling of the work in the various sections, that their production should increase. By this I do not mean that any unreasonable production records should be set up, but I do feel that we are entitled to good, sound production work from each and every employee in the Division. At no time should we countenance the retention of weak or unqualified employees in the Division and I expect you to make the appropriate recommendation in such cases where it has been determined that an employee cannot meet the minimum production schedule. It is entirely possible that certain employees assigned to certain particular types of work cannot meet the production schedule set up not due to lack of conscientiousness, but due to the fact that such employees are not qualified to perform such duties. It is entirely possible that such employees can very effectively and satisfactorily handle other work in the Division.

It is the further responsibility of you and your Special Agent supervisors to see that there is an equitable distribution of the work load throughout the Division. This is particularly true in the Technical Section where the work loads vary in the units from day to day. I feel that continued close study should be given these work loads to see that the personnel assigned to the Technical Section is gainfully employed, each employee carrying his or her proportionate burden of the load.

I am desirous of having the checking squads in both the criminal and noncriminal files set up with a minimum of forty employees each at the earliest possible date. I understand that there should be no difficulty in setting up such squads upon the completion of the separation of the noncriminal fingerprint files. I feel that it will be to the advantage of the Division to have these checking squads continually employed in checking the files in question.

It is my understanding that the former Two Signature Desk in the Technical Section has been discontinued with the searchers formerly assigned to that desk being assigned to the various units in the Section.

Mr. Stanley J. Tracy

I feel that with the proper supervision of their work, there should be no delay in the handling of the searches to be made by these employees and it is your responsibility to see that proper supervision is given to these employees so that there will be no delay countenanced. I was surprised to learn that previous to the time of the survey, no action had been taken by Mr. Tamm or you, or the Special Agent supervising the Typing Section, regarding training all of the typists in the Typing Section in all phases of ident typing work so that the prints received could be expeditiously handled. As I understand it, such training classes are being conducted at this time and I want these classes continued until such time as all of the typists, who are performing satisfactory work in the Typing Section, have been trained to handle the ident as well as the nonident work. It seems to me that it would have been self-evident to you and your supervisory staff that when it became possible to assign typists from the nonident work in the Typing Section to other work in the Division, it would have been to your advantage to have these typists appropriately trained so that they could handle the overflow of ident work which was being received in the Typing Section at that time. I feel that this is a reflection on the interest displayed by the Special Agent supervisor under whose jurisdiction the Typing Section is. Otherwise, he would have been able to spot this weakness and do something about it. Further, in connection with the work in the Typing Section, I find that the nonpriority work had become delinquent and it was necessary for Mr. Tamm to issue specific instructions that certain of this delinquent nonpriority work be completed. I do not know why Mr. [redacted] could not have noticed this condition and have made the appropriate recommendation or taken the necessary steps to have this work handled. This is a very definite reflection on his interest in the duties assigned to him. Further, in regard to the work in the Typing Section, I want you to know that I will not tolerate any heavy delinquency in that particular section. As I understand it, there are a number of cards to be typed at this time on noncriminal prints and there is a possibility that this particular type of work will continue to backlog. This must not occur and I expect you to give this particular matter your personal attention to see that any undesirable growing backlogs are eliminated.

I further understand that in the Duplicating Section from time to time, there are a number of extra copies of criminal records unnecessarily made. As you know, the paper utilized in the Duplicating Section is expensive and I see no reason why large quantities of this paper should be wasted through the overproduction of copies. I understand that from time to time, it is necessary to make extra copies due to certain malfunctions of the machines. However, this number of copies should be held to an absolute minimum.

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Mr. Stanley J. Tracy

I further am desirous of continued study being given by you and your staff to the standardization of data posted in the jackets by the Posting Section. Again, here is an elementary procedure which should have been given attention by your Division prior to this time. I feel that we should be continually aware of the fact that where manual typing and reading are eliminated, the work can be more expeditiously handled. In every instance where notations can be placed on the docket sheets and elsewhere in the jackets by the use of an approved stamp, this should be done.

I am pleased to note that you have instituted a policy of education of contributors in having them utilize Bureau approved forms for the placing of wanted notices and like services. I feel that you have made an excellent beginning in this regard and it should be closely followed in the future.

As the backlog of old work in the Posting Section is reduced, you should be continually alert to reassign employees presently assigned to that Section to other necessary work in the Identification Division.

I was greatly concerned regarding the accumulation of work on the Liaison Desk. I understand that the delinquency arose from the fact that there was a large amount of work received and one of the regular employees assigned to such work lost a considerable period of time due to illness. I feel, however, that the condition of this work should not have been permitted to become heavily delinquent, but that appropriate recommendations should have been made by the supervising Special Agent to secure the necessary assistance to handle this work. I understand that such assistance was necessary and has been given. However, undoubtedly, there will be a longer period of time utilized in clearing up this delinquency than would have been necessary had the appropriate evaluation been placed on the work in the first instance. I want to know just how soon you feel that the delinquency on the Liaison Desk will be cleared up.

I have had opportunity of reviewing the monthly rating reports submitted on employees of the Identification Division, which are maintained in the Identification Division Personnel Files. I feel that the information contained on these reports is of very definite permanent value and effective immediately copies of such reports should be forwarded monthly to the Bureau for inclusion in the Bureau Personnel Files of the employees of the Identification Division.

In summation, I again wish to point out to you that I am deeply concerned that so many elementary and obvious suggestions were necessarily made during the survey of the Identification Division. I

Mr. Stanley J. Tracy

cannot understand why many of these suggestions were not thought of by the supervisory staff of the Division and placed into effect before this time. There is no doubt in my mind that a day-to-day survey of the work in your Division will continue to bring forth like suggestions in the future. We should not under any circumstance feel at any time that no improvements can be made on the methods utilized by us in the handling of our daily work. You should point out to your supervisory staff my displeasure over the fact that many of these matters had not been given their consideration prior to this time, and you should further point out to them that I expect them to be thoroughly familiar with the workings of their various sections and to be continuously on the alert to recommend improvements in the manner of handling the work in the Division at this time. Such improvements ought to be self-evident from day to day as conditions of the work change.

I trust that it will not be necessary for me to again bring a matter such as this to your attention.

Very truly yours,

J. Edgar Hoover
John Edgar Hoover
Director

Enclosure

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Ref. 254

Name of Employee: Quinn Tamm 869120

Where Assigned: Identification
(Division) (Section, Unit)

Payroll Title: Inspector

Rating Period: from April 1, 1950 to March 31, 1951

ADJECTIVE RATING: Satisfactory
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials
Q.T.

Rated by: Stanley Tracy Assistant Director 3/31/51
Signature Title Date

Reviewed by: _____
Signature Title Date

Rating approved by: W. R. Glavin Assistant Director, MAY 9 1951
Signature Title Date
Federal Bureau of Investigation

TYPE OF REPORT

(x) Official
(x) Annual

() Administrative
() 60-day
() Transfer
() Separation from service
() Special

RECORDED
35 MAY 24 1951

37651-257

60

Q.T.

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

U.S. DEPT. OF JUSTICE
FBI

MAY 9 12 17 PM '51

REC'D
PERSONNEL UNIT

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Quinn Tamm Title Inspector
Rating Period: from 4/1/50 to 3/31/51

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- | | |
|---|---|
| <p><u>✓</u> (1) Personal appearance.
<u>+</u> (2) Personality and effectiveness of his personal contacts.
<u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).
<u>+</u> (4) Physical fitness (including health, energy, stamina).
<u>+</u> (5) Resourcefulness and ingenuity.
<u>+</u> (6) Forcefulness and aggressiveness as required.
<u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.
<u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.
<u>+</u> (9) Planning ability and its application to the work.
<u>+</u> (10) Accuracy and attention to pertinent detail.
<u>+</u> (11) Industry, including energetic consistent application to duties.
<u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
<u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.
<u>-</u> (14) Technical or mechanical skills.
<u>-</u> (15) Investigative ability and results:
 <u>-</u> (a) Internal security cases
 <u>-</u> (b) Criminal or general investigative cases
 <u>-</u> (c) Fugitive cases
 <u>-</u> (d) Applicant cases
 <u>-</u> (e) Accounting cases
<u>-</u> (16) Physical surveillance ability.</p> | <p><u>✓</u> (17) Firearms ability.
<u>-</u> (18) Development of informants and sources of information.
<u>✓</u> (19) Reporting ability:
 <u>-</u> (a) Investigative reports
 <u>-</u> (b) Summary reports
 <u>✓</u> (c) Memos, letters, wires
 (Consider: <u>✓</u> conciseness; <u>✓</u> clarity; <u>✓</u> organization; <u>✓</u> thoroughness; <u>✓</u> accuracy; <u>-</u> adequacy and pertinency of leads; <u>✓</u> administrative detail.)
<u>-</u> (20) Performance as a witness.
<u>+</u> (21) Executive ability:
 <u>+</u> (a) Leadership
 <u>+</u> (b) Ability to handle personnel
 <u>+</u> (c) Planning
 <u>+</u> (d) Making decisions
 <u>+</u> (e) Assignment of work
 <u>+</u> (f) Training subordinates
 <u>+</u> (g) Devising procedures
 <u>+</u> (h) Emotional stability
 <u>+</u> (i) Promoting high morale
 <u>+</u> (j) Getting results
<u>-</u> (22) Ability on raids and dangerous assignments:
 <u>-</u> (a) As leader
 <u>-</u> (b) As participant
<u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.
<u>+</u> (24) Ability to work under pressure.
<u>-</u> (25) Miscellaneous. Specify and rate:

 _____</p> |
|---|---|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Inspector-in-Charge of Identification Division

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Administrator, Executive, Instructor, and Speaker.

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING : Satisfactory
Outstanding, Satisfactory, Unsatisfactory

QUINN TAMM
INSPECTOR - GS-14

Inspector Tamm is responsible for all technical fingerprint work in the Identification Division. He has administrative and executive qualifications to an outstanding degree. He is an outstanding instructor and speaker.

He continues to perform his assignments in an outstanding manner.

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

April 12, 1951

I certify that I have received the following
Government property for official use:

1 Posting Section Manual

#2

READ!

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

113
20 APR 14 1951

file
3 wrg
lwl

Very truly yours,

Quinn Tamm

Quinn Tamm
Inspector

MR. TOLSON

April 27, 1951

L. B. NICHOLS

PRESS INQUIRIES
DIRECTOR'S TESTIMONY
SEX DEVIATES

In the Director's testimony before the House Subcommittee on Appropriations, the Director said:

"I might say that since April 1, 1950, to date, we have made 406 identifications of individuals who were arrested as sex deviates who were employees of the Federal Government. The information has been supplied to the respective agencies."

Prior to this specific statement, the Director had been talking about the Congressional inquiry in April, 1950, and the plan worked out whereby all persons arrested for sex crimes of any type were to be fingerprinted and their fingerprints sent to the FBI.

The following is the statement appearing in the Budget material which was the basis for the Director's statement:

"20. - SEX DEVIATES IN GOVERNMENT SERVICE

C. - RESULTS

(a) - From April 1, 1950 through January 31,

1951 a total of 406 identifications
of individuals arrested was made
with records containing either a
Civil Service, Loyalty, or Military
fingerprint card.

-- THE 406 IDENTIFICATIONS
REPRESENTED CASES INVOLV-
ING ARRESTS FOR SEX OFFENSES
COMMITTED PRINCIPALLY WITHIN
THE METROPOLITAN AREA OF
WASHINGTON, D. C."

APR 27 1951

CC: Mr. Glavin
CC: Mr. Tracy

LBN:mb

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

Memo to Mr. Tolson from Mr. Nichols

April 27, 1951

The Appropriations Hearings were given to the press yesterday for release today. Late yesterday afternoon we began to get inquiries and there were specific inquiries on the figure 406 identifications from the Times-Herald and the Star. The Times-Herald pointed out that the arrest of 406 sex offenders since April proved the McCarthy charges and wanted to verify that these arrests occurred since then.

Mr. McGuire took the matter up with me and I told him to get all the facts before responding to the inquiries and let me know. Mr. McGuire first called Mr. Gunsser in Mr. Glavin's Office. Gunsser told McGuire the figures came from the Identification Division and Mr. Gunsser subsequently made available the Budget material which is quoted above along with a memorandum dated November 20th from Mr. R. C. Anderson to Mr. Tracy pointing out that from April 1 through October 30, 1950, 255 identifications of individuals arrested for sex offenses were made with records containing either a Civil Service, Loyalty or Military fingerprint card already in file. Mr. Gunsser stated that later he called the Identification Division and asked that the figure 255 be brought up to date and was given the figure 406 over the telephone. This was not confirmed by memorandum and the memorandum of November 20, 1950, does not set forth full details as to when the arrests took place.

Mr. McGuire then called Mr. Tracy. Mr. Tracy was not in and he talked to Quinn Tamm. Mr. Quinn Tamm told Mr. McGuire that he was not familiar with the specific figure 406 but that the sex deviate program was initiated in April following receipt of information from Roy Klick of the Metropolitan Police Department. Mr. Tamm suggested that Mr. McGuire talk to Supervisor A. B. Fipp in the Security Division who is at the present time handling material of this type.

Mr. McGuire called Fipp who is new on the desk and is not familiar with the figure 406 but got out his old ticklers showing the details of checks made on information furnished by Klick. These did not total 406.

Mr. McGuire then talked to Mr. Tracy. Mr. Tracy advised Mr. McGuire of the background of the sex deviate program starting with the information secured from Roy Klick and pointed out that the first report was prepared on April 14, 1950, that a total of 363 identifications against fingerprint cards in the Identification Division had been made of Government employees over a period of 1947 to 1950 and he felt the difference between the figure 363 and 406 could be occasioned by arrests subsequent to April, 1950.

Memo to Mr. Tolson from Mr. Nichols

April 27, 1951

The tabulation shows that from April, 1950, through January, 1951, 234 persons arrested for sex offenses were identified with fingerprint cards reflecting that the person arrested was a civilian employee of the Government and in 133 instances the fingerprint card in file reflected that the person arrested was in the Army or Air Force and in 41 instances the fingerprint cards in file reflected the person was in the Navy or Marines, making a total of 408.

From February, 1951, through April 26 the total persons arrested for sex offenses, whose fingerprint cards are identified with the fingerprint cards of Government employees in file, is now 508. It should be pointed out that the fingerprint card in file reflecting the individual was connected with the Government in some instances goes back several years and there is no way of telling whether the person arrested is still in the Government service.

As an illustration, Mr. Tracy advised me over the phone that [redacted] arrested for indecent assault since April of 1950, was identified with a fingerprint received from Civil Service dated May 3, 1943, reflecting [redacted] employment as a laborer with PBA. Also, [redacted] arrested since April, 1950, on the charge of pervert, was identified with an old set of fingerprints received from the Army which were taken on May 23, 1942.

b6
b7C

In connection with the handling of the Sex Deviate Program in the Identification Division, upon receipt of a fingerprint card reflecting an arrest for a sex offense from the Metropolitan area of Washington, D. C., a search of the name of the individual arrested is made through the card index pertaining to both the criminal and the noncriminal files. The fingerprint card is then searched against the fingerprints in the criminal file but is not searched against the fingerprints in the noncriminal file.

CONCLUSIONS:

(1) The responsibility for my furnishing the erroneous information to the Director rose out of a series of confused speculations. Mr. McGuire got the call from the press. He first called the Chief Clerk's Office. Mr. Gunsser stated he got the information from Ident and would send up what he had.

Mr. McGuire then called Quinn Tamm who stated that while he was not familiar with the background and had not heard the figure previously, the Sex Deviate Program had started with the information received from Roy Blick and that possibly this figure was a result of information furnished by Blick.

Memo to Mr. Tolson from Mr. Nichols

April 27, 1951

Mr. McGuire told me of the background at which time I advised the Director and you of the inquiry as to whether the figure 406 included persons arrested prior to April and that the figure 406 included the Blick figures and the arrests had occurred since 1947. The Director instructed that we answer the press inquiries by stating the facts.

Mr. McGuire did call the reporter from the Times-Herald and answered the inquiry along these lines.

Immediately thereafter, Mr. Tracy called Mr. McGuire and told him he had talked to Agent Anderson at his home and Anderson had told Tracy that the figure 406 was arrived at by counting the arrest records of individuals arrested for sex offenses since April of 1950 which were identified with fingerprint cards in the files of the Identification Division reflecting that the person arrested had been fingerprinted by Civil Service for a government job or was identified against a loyalty print or a military print.

When Mr. McGuire received this information, I immediately told him to call the Times-Herald reporter back and state that it would be necessary to check further and that for the time being it would not be necessary to make any further comment and suggest that he use the statement as it appeared in the Director's testimony.

The Times-Herald reporter was agreeable; however, he asked the following additional questions:

- (1) Where were the arrests made?
- (2) Could we furnish him a breakdown of the Government agencies concerned?

In connection with these additional inquiries, unless advised to the contrary, we will advise the Times-Herald reporter that most of the arrests occurred in Washington and that it would not be possible to make a breakdown nor would it be possible to get a breakdown of the Government departments wherein the persons were employed.

Mr. Tracy was advised last evening that it was necessary to secure a complete explanation and documentation of the figure 406 and also an explanation for the misinformation that was furnished Mr. McGuire and which I, in turn, furnished the Director and you and which Mr. McGuire, in turn, furnished the Times-Herald reporter but, fortunately, the reporter was friendly and we were able to withdraw the statement without any harm to the Bureau. The explanations of Mr. Tracy and Mr. Tamm are attached.

Memo to Mr. Tolson from Mr. Nichols

April 27, 1951

Mr. McGuire then called Fipp, the supervisor in the Security Division, who tried to be helpful but is new and did not know the background. I do not feel that Fipp is in any way to blame.

Mr. McGuire then called Mr. Tracy who, ^{Says he} speculated that the figure 406 included the sex deviates from the Blick report and those subsequently arrested. As a result I feel that Mr. McGuire was justified in coming to the conclusion that the 406 figure included the Blick figures. I think that neither Mr. Quinn Tamm nor Mr. Tracy should have speculated on this matter.

Mr. Tracy feels that Mr. Quinn Tamm is not responsible nor is Mr. Fipp responsible since he, Mr. Tracy, was the one who last talked to Mr. McGuire. I cannot agree with Mr. Tracy's view on this. Also, Quinn Tamm should have undertaken to secure the correct facts and not passed the buck to Fipp. When we later learned from Mr. Anderson that Mr. Gunsser in the Chief Clerk's Office had called to bring the figure of 255 sex deviates set forth in the memorandum of November 20, 1950, up to date and was furnished the up-to-date figure of 406 telephonically, we learned then for the first time of the significance of the memorandum of November 20 and its relationship to the figure of 406. This memorandum was furnished by the Identification Division to the Chief Clerk's Office, together with the criminal arrest records of the 255 individuals. I think Mr. Gunsser should have advised Mr. McGuire of this fact.

(2) I think the Identification Division should have been more explicit in furnishing information to the Chief Clerk's Office for inclusion in the Budget material so that there would be an unmistakable understanding as to exactly what the figure 406 meant.

Mr. Tracy does not agree with this conclusion since the memorandum of November 20, 1950 states: "From April 1 through October 30, 255 identifications of individuals arrested were made with records containing either a Civil Service, loyalty or military fingerprint card."

In this connection, I desire to point out that the Blick reports had been injected into the discussion and there is nothing in the memorandum to avoid the conclusion that the Blick figures were or were not included in this and I think the Identification Division memorandum of November 20 was deficient in that it does not specifically set forth that the records and the files in the Identification Division used for the purpose of identifying individuals arrested, in many instances, were several years old and there was no affirmative way of showing that the individual was still in the Government service.

Memo. to Mr. Tolson from Mr. Nichols

April 27, 1951

Mr. Tracy disagrees because the individual arrest records were attached to the memorandum of November 20, 1950, showing the actual dates of the arrests and of the prior Government employment for the information of the Chief Clerk's Office. These individual records were returned to the Identification Division under date of January 4, 1951, from the Chief Clerk's Office. They are presently being held in the Identification Division.

This observation by Mr. Tracy may apply to the Chief Clerk's Office; however, the fact remains that the memorandum should be complete in itself so that anybody reading it would get the full picture without the necessity of checking through arrest records.

(3) The figure of 406 was used in the Budget data but the tabulation prepared last night shows a total of 408. Mr. Tracy states that this discrepancy could be explained by the fact that two copies of the records may have been en route from the Typing Section, where they were prepared, and were received on the same day but subsequent to the time the figure 406 was furnished on the telephone by Anderson to Gunsser.

I think that in the future the Chief Clerk's Office should require a memorandum confirming information furnished on the telephone and fully supporting and setting forth exactly how figures are arrived at in detail if they are to be used in the Budget testimony by the Director.

(4) So far as my office is concerned, hereafter I have issued instructions that when questions come up pertaining to information coming from some other Division, my office is not to take the responsibility for tabulation but is to require a specific answer from the Division concerned.

(5) While we have not had additional press inquiries on the figure 406, any others should be answered with a straight no comment and there should be no elaboration.

(6) I think the Identification Division should begin an immediate tabulation of each of the 406 cases, showing when the person was arrested and the nature and date of the fingerprint record in file reflecting Government employment as it is entirely possible that we may have to meet this issue in greater detail later on. The Identification Division has already started a tabulation by individual Government agencies.

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

April 12, 1951

I certify that I have ^{returned}~~received~~ the following

Government property ~~for official use~~

1 Posting Section Manual

#3

READ!

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

115
20 APR 14 1951

File
3 way
full

Very truly yours,

Quinn Tamm
Inspector Quinn Tamm

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

January 18, 1951

returned

I certify that I have ~~received~~ the following

Government property for official use:

Card Index Manual # 2

FILE

WRC

FEB 1 1951

161
MAR 2 1951 Very truly yours,

Quinn Tamm

Quinn Tamm



**United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.**



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 2-5-51

Address 3207 Coquelin Terrace, Chevy Chase, Maryland

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 2-5-51

Address 3207 Coquelin Terrace, Chevy Chase, Maryland

Very truly yours,

[Signature]
Special Agent

[Handwritten initials]

[Handwritten initials]

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 1/10/51

FROM : J. P. MOHR

SUBJECT: INSPECTORS

Training and Inspection Division

Reference is made to the attached memorandum dated December 22, 1950, from Mr. H. L. Edwards to Mr. Glavin, which recommends that Special Agent Gerald C. Gearty of the Training and Inspection Division be reallocated to Grade GS-14, \$8800 per annum in view of the fact that Mr. Gearty is performing inspection duties in the Training and Inspection Division.

You inquired concerning how many Inspectors we have at the present time with their grade and salaries and their assignments. The following individuals carry the rating of Inspector and they are all in Grade GS-14:

A. H. Belmont	Security Division
N. P. Callahan	Administrative Division
G. C. Callan	Investigative Division
• J. A. Carlson	Training and Inspection Division
• J. S. Egan	Training and Inspection Division
V. P. Keay	Security Division
L. L. Laughlin	Security Division
• H. B. Long	Training and Inspection Division
J. J. McGuire	Records and Communications Division
• F. H. McIntire	Training and Inspection Division
• K. R. McIntire	Training and Inspection Division
J. P. Mohr	Mr. Tolson's Office
• T. E. Naughten	Training and Inspection Division
G. A. Nease	Director's Office
L. R. Pennington	Investigative Division
• J. S. Rogers	Training and Inspection Division
Quinn Tamm	Identification Division

Of the foregoing, Messrs. Carlson, Long and Naughten are engaged in full-time inspection duties. Mr. Connelley also conducts some field inspections when he is not on special assignment. Mr. Harbo has also assisted the Training Division during the past calendar year in conducting some inspections.

Messrs. B. C. Brown and G. C. Gearty, both of whom are presently in Grade GS-13, are doing the same type of inspection work in the Training and Inspection Division as Messrs. Long and Carlson. As indicated in the attached memorandum, Mr. Gearty has now qualified as a full-time field Inspector and I feel he should be reallocated to Grade GS-14 at this time. The only other individual who will eventually qualify for promotion to this grade for inspection work is Mr. B. C. Brown and the

JPM:DW

TWO

THREE

Training and Inspection Division is presently giving consideration to his promotion in the near future after an opportunity has been given to review his most recent field inspection.

It will be observed, therefore, that the only two employees who will be involved in such a promotion program are Messrs. G. C. Gearty and B. C. Brown. Under the circumstances, I recommend that Mr. Gearty, who has now qualified as a full-time field Inspector, be reallocated at this time to Grade GS-14, \$8800 per annum.

I concur

1-10

←

J. J. Fisher

I am not going to approve any more of the individuals to be given such a grade are willing & desirable of traveling & willing to accept full business of Inspectors. If Gearty & Brown so understand they advise me. Also checks should be made with Carlson, Egan, Long, J. H. McIntire, K. R. McIntire, Naughton & Rogers to find out their attitudes. We are getting bogged down with GS-14 Inspectors who are not available.

*Trans for
11/1/50
11/9/50*

JOHN EDGAR HOOVER
DIRECTOR



Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

December 18, 1950

Mr. Tolson	
Mr. Ladd	
Mr. Clegg	
Mr. Glavin	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Harbo	
Mr. Belmont	
Mr. Mohr	
Tele. Room	
Mr. Nease	
Miss Gandy	

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

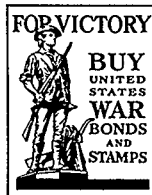
Dear Mr. Hoover:

I wish to acknowledge your letter of December 13, 1950, advising of my reallocation from \$9200. to \$9400. in grade GS-14.

I am deeply appreciative of the consideration which you have shown me and hope that my work will continue to meet with your approval.

Respectfully yours, 1950

Quinn Tamm
Quinn Tamm



DIRECTOR

May 2, 1951

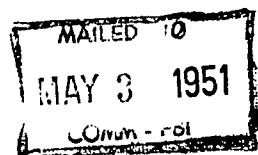
Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

It has been brought to my attention that on a recent occasion you were at least partly responsible for erroneous information having been furnished by the Bureau in response to a press inquiry concerning the period during which a particular number of Government employees had been arrested as sex deviates. It is noted that an inquiry had been received from the press as to whether a particular figure previously given by the Bureau included arrests which had occurred prior to April of 1950. In order that sufficient facts could be obtained to answer this inquiry correctly, you were contacted by another Bureau official and at that time indicated that this figure possibly included some arrests made prior to April, 1950. However, you made no effort at that time to verify this information and secure the correct facts but instead suggested that a supervisor in another division be consulted regarding this matter. This speculation on your part resulted in erroneous information being furnished to the press in this matter, which information later had to be retracted.

You were derelict in this instance in failing to personally take positive and immediate action to procure the correct facts at the time the inquiry was made of you and in passing along this responsibility to a supervisor in another division. I must insist that you exercise more initiative and be more thorough in matters such

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____



154 MAY 4 1951

37457-258

Mr. Quinn Tamm

May 2, 1951

as this in the future in order that any similar
recurrences may be avoided.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

70H
FDH:bls

CC: Mr. Tracy (~~Confidential~~)

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____



RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

CC-270
(1-1-50)

NAME TAMM, Quinn AGE 40 YEARS, 9 MONTHS
NATIVITY (state of birth) Wash. MARRIED, SINGLE, WIDOWED: M NUMBER OF CHILDREN 1
FAMILY HISTORY Father died of pneumonia age 57, Mother died of virus of liver age 60

HISTORY OF ILLNESS OR INJURY Usual childhood diseases. Tonsils removed 1922. Rheumatic fever 1922. Fistula operation 3 times last 1939. No exeetional dyspnea. no anginoid pains. occasional discomfort in left

HEAD AND FACE /shoulder and arm - not related to exercise.

EYES: PUPILS (size, shape, reaction to light and distance, etc.)

DISTANT VISION RT. 20/ 25, corrected to 20/ 15

LT. 20/ 13, corrected to 20/ 13

COLOR PERCEPTION AOC 1940 Normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS neg.

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS Neg.

NOSE Neg.

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Neg.

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Negl

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH as indicated.

NONVITAL TEETH

PERIAPICAL DISEASE

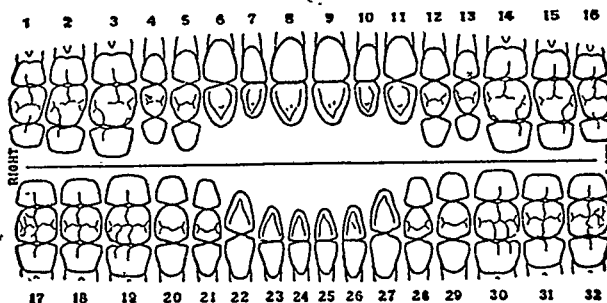
MARKED MALOCCLUSION

PYORRHEA ALVEOLARIS

TEETH REPLACED BY BRIDGES #12

DENTURES

REMARKS



s/ J. F. Peters, Lt (DC) USN

(Signature of Dental Officer)
Robust, Slightly overweight

GENERAL BUILD AND APPEARANCE

TEMPERATURE

HEIGHT 71

WEIGHT 212½

RECENT GAIN OR LOSS, AMOUNT AND CAUSE

SKIN, HAIR, AND GLANDS

NECK (abnormalities, thyroid gland, trachea, larynx)

SPINE AND EXTREMITIES (bones, joints, muscles, feet)

CHEST AT EXPIRATION 39½

CHEST AT INSPIRATION 42

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 37½

none

neg.

neg.

neg.

THORAX (size, shape, movement, rib cage, mediastinum) neg.
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. neg.
chest x-ray - neg.
CARDIO-VASCULAR SYSTEM Neg. except for rough systolic murmur at apex best
HEART (note all signs of cardiac involvement) heard in left external decutitus.
ECG - normal / no accentuation.
PULSE: BEFORE EXERCISE 88 BLOOD PRESSURE: SYSTOLIC 130
AFTER EXERCISE 100 DIASTOLIC 80
THREE MINUTES AFTER 90
CONDITION OF ARTERIES OK CHARACTER OF PULSE OK
CONDITION OF VEINS OK HEMORRHOIDS Neg.

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) Neg.

GENITO-URINARY SYSTEM Neg.
URINALYSIS: SP. GR. 1.020 ALB. Neg. SUGAR N g. MICROSCOPICAL Neg.
VENEREAL DISEASE Neg.

NERVOUS SYSTEM Neg.
(organic or functional disorders)
ROMBERG Neg. INCOORDINATION (gait, speech) Neg.
REFLEXES, SUPERFICIAL neg. DEEP (knee, ankle, elbow) Neg. TREMORS neg.
SEROLOGICAL TESTS neg. BLOOD TYPE A 2 positive
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) neg.

SMALLPOX VACCINATION: DATE OF LAST VACCINATION _____
TYPHOID PROPHYLAXIS: NUMBER OF COURSES _____
DATE OF LAST COURSE _____
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____

SUMMARY OF DEFECTS See C-V. system. Heart well compensated. (Dx - chronic
pneumatic heart disease. well compensated.

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary):
Ref. (1) ECG - results normal. (2) Chest x-ray, 14 x 17, results normal.
Advise reduction in weight (oral reduction diet instruction given) to
185 pounds with clothes.

DATE OF EXAMINATION May 8, 1951
EMPLOYEE'S INITIALS _____

s/ C. F. Park
Cdr (MC) USN
May 20, 1951

| 1 4 | 2 F 0 | 1 | APR 51 |

GR.	TITLE	SECTION	SHIFT	DATE
-----	-------	---------	-------	------

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE
947	ANNUAL LEAVE		1300	
948	SICK LEAVE		1400	
995	SUPERVISION		17300	

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS	

14 JUL 17 1951

[illegible]

COMMENTS BY IMMEDIATE SUPERVISOR

3
FILE
WRG

SIGNATURE OF IMMEDIATE SUPERVISOR

MR. TRACY

June 7, 1951

DIRECTOR, FBI

QUINN TAMM
IN-SERVICE TRAINING
5/22/51 to 6/2/51

The above-named Special Agent attended the above General In-Service Training Course at the Seat of Government and attained the following grades:

Notebook	E
Examination	
Double Action Course	86
Practical Pistol Course	97
Shotgun (Skeet)	7
.30 Rifle	89
Machine Gun	96

The firearms grades with the exception of the Shotgun Skeet Course should be entered on the individual field firearms training record.

0 JUN 22 1951

JUN 8 3 30 PM '51

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

cc: SA Quinn Tamm

September 5, 1951

Mr. Quinn Tamm
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Quinn:

My attention has been called to your splendid performance in connection with the tragedy involving a United Airlines plane in California.

The extremely capable way in which you handled the many details of this difficult assignment is deserving of high praise. I want to take this opportunity to extend to you my personal appreciation and commendation for the very fine services you rendered on this occasion.

Sincerely,

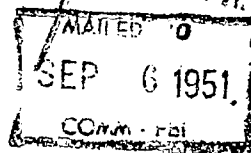
J. Edgar Hoover

15 SEP 17 1951

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Alden _____
Belmont _____
Laughlin _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

cc: Mr. Tracy

WST:gcm



SEP 6 2 12 PM '51

U.S. DEPT. OF JUSTICE
FBI - DIRECTOR

3/15

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON ✓
 FROM : MR. CLEGG ✓
 SUBJECT: MISSING EXHIBIT
 BUFFALO OFFICE

DATE: 8/31/51.

Tolson _____
 Ladd _____
 Clegg _____
 Glavin _____
 Nichols _____
 Rosen _____
 Tracy _____
 Harbo _____
 Belmont _____
 Mohr _____
 Tele. Room _____
 Nease _____
 Gandy _____

The synopsis below is submitted now briefing all circumstances surrounding the missing exhibit of \$620 at Buffalo Office. In addition, responsibilities as to employees involved and recommendation as to each summarized below. In addition, a separate memorandum is being submitted as to each employee named below showing delinquencies charged, responsibilities, employee's explanations, and recommended action. All actions concerning the Buffalo incident are set forth in detail in the bulky memo also attached.

SYNOPSIS OF FACTS

A Russian Espionage subject paid to informants of the Buffalo Office \$620 in cash in 1945. These informants turned this money over to Agents of the Buffalo Office who reimbursed them. The money was made an exhibit to the Buffalo Office files and was, until June 3, 1948, retained in a safe deposit box in a bank. It was then, with Bureau authorization, brought to Buffalo Office and supposedly was put in office safe. During current inventorying of bulky exhibits the money could not be found. The office safe was maintained insecurely since exhibit brought to office. Evidence mishandled when transferred to office. Two inspections, three self-inspections and office administrative procedures failed to disclose insecurity in safe. Office bi-monthly check of bulky exhibits incomplete over entire period. On two occasions SAC Maynor advised Bureau incorrectly that all bulky exhibits had been examined. Employees questioned at Buffalo Office. Other offices queried, employees interviewed and Bureau files and records checked. None of these efforts to locate exhibit was successful. Responsibility has been fixed and recommendations made concerning administrative action with respect to the employees involved, as set out in the individual memos attached. The employees involved, the delinquency as to each and the action recommended are:

SYNOPSIS OF PERSONNEL ACTION RECOMMENDED

H. G. Maynor, Faulty administration of
 SAC, Buffalo Office. (admitted)

Censure, probation,
 removal from supervisory position, payment of money to

FEDERAL BUREAU OF INVESTIGATION

TEN:ulr

825-1175
 G. J. W.

[redacted]
ASAC, Buffalo

Mishandling of evidence
and faulty office adminis-
tration. (admitted)

Censure, probation,
removal from super-
visory position.

[redacted]
Buffalo

Failure in [redacted]
responsibilities. (admitted)

Censure, probation,
removal from super-
visory position.

[redacted]
Buffalo

Mishandling of evidence.
(admitted)

Censure, probation,
removal from super-
visory position.

Edwin F. ~~X~~Dooley
SA, SOG

Incomplete action as wit-
ness to transfer of evi-
dence. (admitted)

Censure.

Leo J. ~~X~~Kennedy
SA, Buffalo

Preparation of inaccurate
letter. (admitted)

Censure.

Roy W. ~~X~~Reger
SA, Pittsburgh

Failure to note insecurity
of safe during inspection.
(admitted)

Censure, removal
from list of approved
inspectors aides.

Quinn ~~X~~Tamm
Inspector,
Ident. Div.

Failure to note insecurity
of safe during inspection.
(admitted)

Censure, probation.

*See separate
memoranda
attached for
recommendations.
JFM
9/4*

b6
b7C

June 9, 1951

~~PERSONAL AND CONFIDENTIAL~~

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

6/7/51 565-SDP/kdc

Dear Mr. Tamm:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on May 8, 1951.

This report reflects that you have defective vision of 20/25 in the right eye, corrected to 20/15. It is further noted that you are somewhat overweight. It is understood that the examiner furnished you with an oral reduction diet to be followed until you have decreased your weight to one hundred eighty-five pounds.

For your information, the chest x-ray and the electrocardiogram afforded you in this connection were normal.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover
Director

RECEIVED
FBI
JUN 9 5 55 PM '51
RECORDS ROOM

CC-Mr. Tracy (P & C)

HLE:JLR

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

September 8, 1951

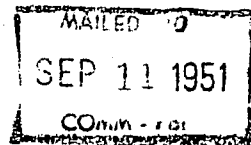
0
Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Sir:

It has come to my attention that the inspection you conducted in the Buffalo Division during October, 1950, did not accurately reflect the security of the office as related to the maintenance of the office safe. It has been determined that Bureau regulations were not being properly employed in checking the inventory or the security of this safe. This condition existed during your inspection; however, your report does not even refer to the safe, thereby indicating that it was found to be secure and correctly maintained.

I realize that you did not handle this phase of the inspection personally; however, it appears that you did not thoroughly check the work of the Inspector's Aide who handled this assignment. Your failure to review the work of your assistant constituted an endorsement of his error; therefore, I am holding you equally responsible with him for this error.

3 SEP 21 1951 37651-261
In connection with future inspection assignments, it will be necessary for you to give close supervision to all phases of the work performed by your aides. In the event any further derelictions of this character are noted, more severe administrative action may be taken against you.



Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

70H
JAS:ps

CC: Mr. Tracy (Confidential)
Personnel File of Inspector, Quinn Tamm

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Alden _____
Belmont _____
Laughlin _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

RECEIVED
FBI
SEP 11 15 10 PM '51

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : H. H. CLEGG *HHC*

SUBJECT: INSPECTOR QUINN TAMM
RESPONSIBILITIES IN MISSING EXHIBIT
BUFFALO OFFICE

DATE: 8/31/51

Tolson ☒

Ladd ☐

Clegg ☒

Glavin ☒

Nichols ☐

Rosen ☐

Tracy ☐

Harbo ☐

Belmont ☒

Mohr ☐

Tele. Room ☐

Nease ☐

Gandy ☐

BACKGROUND:

Mr. Quinn Tamm is the Inspector in Charge in the Identification Division. He entered on duty as a clerk-typist on December 3, 1934, and became a Special Agent on April 21, 1936. He is presently in GS-14, \$9,400. He is 41 years of age, married, and has one child. He holds a Bachelor of Science Degree. His last performance rating was "Satisfactory." He was assigned to the Laboratory in July, 1935 and in September, 1938, he was transferred to the Identification Division. A brief is attached.

On August 20, 1951, SAC Maynor, Buffalo, telephonically advised the Bureau that an exhibit consisting of \$620 in cash in the case entitled "Andrei Ivanovich Schevchenko, IS-E" was missing from the office safe. Subsequent efforts to locate this exhibit have been fruitless. During an inquiry made by Mr. Naughten at Buffalo August 24 - 28, 1951, the office safe in which the exhibit had supposedly been placed was found in an insecure condition. It was also determined that the safe had been maintained in the same condition since June 3, 1948, the date the exhibit was received in the office for retention there. This memorandum fixes the responsibility as to Inspector Tamm in view of the fact that he conducted an inspection of the Buffalo Office October 3 - 16, 1950.

DELINQUENCY:

1. While in charge of inspection of Buffalo Office October 3 - 16, 1950, he failed to detect, correct, or report insecure condition in which office safe was being maintained. 174

REQUIREMENT:

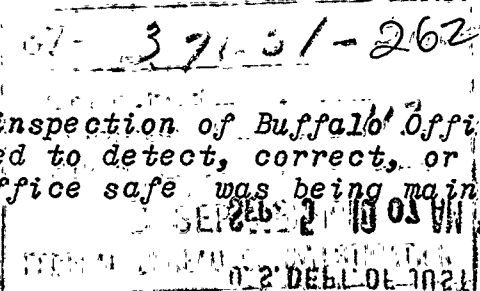
As Inspector in charge of the Buffalo Office inspection he had over-all responsibility for

TEN:atp U S DEPT OF JUSTICE

E B I

TRAVELING SECTION

SEP 13 11 43 AM '51



JR

it. Inspector's Handbook II A 3 captioned "Physical Maintenance of the Office" includes the specific provision that the office safe should be inspected.

MR. TAMM'S COMMENT:

Though Mr. Tamm did not recall which Inspector's Aide handled the inspection of the safe he assumes that since no administrative memorandum was submitted concerning the safe that nothing unusual was noted during the inspection of it.

2. An administrative memorandum was prepared during the inspection by Inspector's Aide SA Roy W. Reger relating to physical condition and maintenance but was incomplete in that it failed to show that the insecurity of the safe had been detected and should be corrected

REQUIREMENT:

As set forth above there was the requirement to inspect the safe which though delegated was still the final responsibility of the Inspector in charge to be assured of compliance. In the Director's memorandum for Inspectors dated March 20, 1950, it is stated that it is unnecessary to prepare administrative memoranda when nothing unusual is noted as to any phase of the office.

MR. TAMM'S COMMENT:

Mr. Tamm states that since no mention was made of the condition of the safe, he assumes that nothing unusual was noted.

Although in Mr. Tamm's inspection of the Buffalo Office in October 1950, the Inspector did not discover whether or not the exhibit was missing, no charge is being made against Mr. Tamm relative to this inasmuch as the rules governing bulky exhibits in closed cases pertained only to the retention of the exhibits as distinguished from actually checking on the contents of the packages and it is possible to determine whether an exhibit should be retained or should be disposed of through file perusal without access to the exhibit itself. Further, there is no proof that the exhibit was missing at the time of Mr. Tamm's inspection. Good judgment, however, would have dictated that valuables be accounted for.

MR. TAMM'S COMMENT:

It is recalled that all tickler cards were examined and found properly prepared and filed. It was my personal recollection that the bulky exhibits which were inspected consistent with the Inspectors' Manual were being maintained in a proper manner.

RECOMMENDED ACTION:

1. Censure
2. Probation

I agree
long 9/14/51

I agree
JPM

I recommend
strong letter
of censure
9-4

g.h.
K.

Let. of censure
9-8-51
JPM

DATE: September 21, 1951

0 SEP 28 1951

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

Mr. Tamm telephonically advised this office today that his present weight is one hundred ninety-one pounds. Inasmuch as the examiner recommended at the time of his last physical examination on May 8, 1951, that he reduce his weight to the amount of one hundred eighty-five pounds, this will be follow again in three months.

REPORT OF BUREAU OF INVESTIGATION

✓ Free

James

FBI - IDENTIFICATION DIVISION - PRODUCTION RECORD

TAMM QUINN

14 2P 0 1 AUG 51

NAME

GR. TITLE SECTION SHIFT

DATE

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE
947	ANNUAL LEAVE		2700	
948	SICK LEAVE		1000	
995	SUPERVISION		17500	

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS

PRO- DUCTION	ACCURACY	OBSER- VATION	DEPEND- ABILITY	INDUSTRY	TECHNICAL SKILL	ATT'N TO DETAILS	ATTITUDE TOWARD WORK	COOPER- ATION

COMMENTS BY IMMEDIATE SUPERVISOR

3 17 SEP 25 1951

[Handwritten signature]

I. S. RATING

FINAL RATING

SIGNATURE OF IMMEDIATE SUPERVISOR

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

September 18, 1951

I certify that I have ^{returned}~~received~~ the following
Government property for official use:

Portable Royal Typewriter #A-861818

*changed
control
property card*
ALPHABETICAL

READ!

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

01 SEP 20 1951

FILE
WRG

PER mb

Very truly yours,

Quinn Tamm
Quinn Tamm

October 10, 1951

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

I wish to extend my heartiest personal and official congratulations to you for having successfully managed the softball team entered by the Identification Division in the fourth annual Federal Government Softball Tournament, resulting in the Bureau's winning the 1951 Federal Government Softball Championship for the District of Columbia. I would greatly appreciate your similarly conveying my congratulations to the coach, Mr. W. A. Barnes, and to every member of this championship team.

It is my understanding that this 1951 championship represents the second straight annual championship in this tournament for the FBI Identification Division team, in addition to the third annual championship out of the four years which this tournament has run, and in view of the fact that the trophy has been won three times by this team, I understand it becomes the permanent possession of the Bureau. This is unquestionably an outstanding record of achievement and all of us in the Bureau feel indebted to you and the team for this splendid example of leadership, coaching and fine team-play which it clearly represents.

I am certain this record will serve as an inspiring goal for future Bureau teams in subsequent competition.

With best wishes and kind regards,

Sincerely,

H. J. Edgar Hoover

Tolson
Ladd
Clegg
Glavin
Nichols
Rosen
Tracy
Harbo
Belmont
Mohr
Tele. Room
Nease
Gandy

SENT FROM D. C.
HLE: cmw/mhm
DATE 10-10-51
BY [signature]

Div. personally
presented 10-10-51
[signature]

OCT 13 1 54 PM '51
FBI
REC'D - C4

MR. TRACY

Quinn Tamm

CRASH OF DC-6 PLANE
UNITED AIRLINES
Near Niles, California, 8-24-51

SABOTAGE

August 30, 1

Pursuant to instructions, you are advised that the writer and Fingerprint Examiner E. S. Deiss proceeded on August 24, 1951, to the scene of the crash of the United Airlines plane in California.

Upon arrival at the scene of the crash, it was ascertained that a temporary morgue had been established in an elementary school located in Danoto, California, and that identification operations had been taken over by the United Airlines. Immediate contact was made with the officials of the United Airlines and specifically with Dr. George Kidera, who was in charge of all operations of the United Airlines at the scene of the crash, pertinent to the identification of the deceased. Dr. Kidera was immediately contacted and advised of the Director's desire to be of assistance in the identification of the dead, and he expressed at that time his gratitude for the assistance to United Airlines.

With regard to the assistance in the identification of individuals involved in the crash, fingerprints of 22 individuals and also finger impressions of 4 detached hands were taken by the Bureau representatives, involving cases in which there was some question as to the identity of the individuals. Of the fingerprints taken, 19 individuals and 3 detached hands were identified.

The identifications effected are listed on the attached sheet for a matter of record. It is noted, as a matter of interest, that all identifications were effected with non-criminal fingerprint cards.

The Alameda County, California, Coroner's Office, the Sheriff's Office of Alameda County, and the officials of United Airlines were extremely commendatory concerning the work of the Bureau in effecting the identifications with fingerprint cards which had been drawn on the basis of names from the files of the Identification Division and brought to California. It is noted that the first identification was effected within a period of one-half hour after we had arrived at the morgue. Many favorable comments were made concerning the speed and efficiency

OT/jl:edm

Attachment

53 OCT 26 1951

MEMORANDUM TO MR. TRACY
From Quinn Tamm
RE: CRASH OF DC-6 PLANE, UNITED AIRLINES
Near Niles, California, 8-24-51
SABOTAGE

August 30, 1951

with which the identification procedure was set up and placed into operation immediately upon our arrival at the scene of the crash.

It is noted that in addition to the actual 13 bodies identified by the Bureau on the basis of fingerprints, the other bodies were identified on the basis of personal effects still remaining upon the body at the time of its recovery. A large number of instances the condition of the body was such that it was not necessary to resort to fingerprints in order to effect an identification. All of the bodies on the plane were identified to the satisfaction of relatives, friends, coroner's office, and United Airlines officials. It is noted that in connection with this plane crash, only one of the bodies was burned to such an extent that fingerprints could not be obtained or features recognized. This body was identified by interested friends on the basis of a fragment of his shirt. It is further noted that it was also identified by the process of elimination because it was the only body that did not have some definite means of identification.

Fingerprint Examiner E. S. Deiss proceeded from Washington with me to the scene of the crash for the purpose of assisting in the identifications. Deiss, as you know, is an outstanding employee in the Bureau's service. He is an extremely well qualified fingerprint examiner, has a very happy faculty of being able to remain calm and cool at all times, and he seems to perform his best work under pressure. He was extremely competent, worked efficiently and rapidly, and did an outstanding job in the fingerprinting of the individuals and in effecting identifications. I recommend that he receive a letter of commendation for the excellent manner in which he represented the Bureau.

I was further assisted by Special Agent [redacted] and Special Agent C. J. Fox of the San Francisco Field Office. Both of these individuals did an outstanding job, were extremely helpful in handling the fingerprinting project and in effecting identifications on the basis of fingerprint searches. They did a real good job. I also recommend that they be forwarded letters of commendation.

b6
b7c

BODYIDENTIFIED AS

Body A	Dean Johnson, FBI #813 723 A
Body B	George Owen McDonald, FBI #813 730 A
Body C (Hand only)	
Body H	Robert Tait Petrie, FBI #813 736 A
Body D (Hand only)	
Body O	Marion William Hedden, FBI #813 725 A
Body E	John Fejes
Body F	Catherine Maize Willauer, FBI #813 727 A
Body G	Josephine F. Sene, FBI #813 732 A
Body H	Mario Albert Durante, FBI #813 731 A
Body I	Dorothy S. Ball
Body J	George Albert Jewett, FBI #813 734 A
Body K	Beverly Lawrence Britton, FBI #813 737 A
Body L (Hand)	
Body Z	Theodore Raymond Danielsens, FBI #813 735 A
Body N	Ernest Johnson
Body P	Eric P. Van
Body Q	William Berkeley Napton, Jr., FBI #813 726 A
Body R	Irving F. Lyons, FBI #813 724 A
Body S	George H. Weaver
Body T	Robert Fitzpatrick
Body U	Fred Liebeck
Body V	William Dean Beveridge, FBI #813 733 A
Body W	Madison Thorton David
Body X	Andrew Golgrove
Body Y	Joseph H. Grota, Jr.

mja
Jan 18

January 18, 1952

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

I am indeed pleased to advise you that you are being promoted from the position of Inspector (Chief, Identification Division), \$10,200 per annum in Grade GS 14, to the position of Inspector (Chief, Identification Division), \$10,800 per annum in Grade GS 15, effective January 20, 1952.

For your information this promotion is temporary in accordance with Public Law #843, approved September 27, 1950.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

CC: Mr. Tracy (PERSONAL ATTENTION)
Mr. J. E. Edwards
Movement Section

Colson _____
Ladd _____
Nichols _____
Belmont _____
Clegg _____
Glavin _____
Harbo _____
Rosen _____
Tracy _____
Mohr _____
Tele. Rm. _____
Holloman _____

JW:mja
67-37651

✓

JAN 18 1952

20 JAN 28 1952

RECORDED
INDEXED
JAN 18 1952
4 56 PM '52

265
[Handwritten signature]

Mr. Tolson	✓
Mr. Ladd	
Mr. Nichols	
Mr. Belmont	
Mr. Clegg	
Mr. Glavin	✓
Mr. Harbo	
Mr. Rosen	
Mr. Tracy	
Mr. Laughlin	
Mr. Mohr	
Tele. Room	
Mr. Nease	
Miss Gandy	

January 22, 1952

Dear Mr. Hoover:

I wish to acknowledge receipt of the letter dated January 18, 1952, advising me of my promotion to the position of Inspector (Chief, Identification Division) in grade GS-15.

I find words are inadequate to properly express my appreciation for this promotion. I wish to advise you that I am most grateful for all the consideration which has been given me while I have been in the Bureau. I will do everything in my power to see that my work will continue to meet with your approval.

Sincerely yours,

Quinn Tamm
Quinn Tamm

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

67-	11-104 RECORDED
Searched	
Numbered	
8 JAN 25 1952	
SPECIAL AGENT IN CHARGE	

11 JAN 28 1952

FBI - IDENTIFICATION DIVISION - PRODUCTION RECORD

TAMM GUINN

14

2F U

1

DEC 51

NAME

GR. TITLE SECTION SHIFT

DATE

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE
947	ANNUAL LEAVE		1100	
995	SUPERVISION		14100	

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS

PRO- DUCTION	ACCURACY	OBSER- VATION	DEPEND- ABILITY	INDUSTRY	TECHNICAL SKILL	ATT'N TO DETAILS	ATTITUDE TOWARD WORK	COOPER- ATION

COMMENTS BY IMMEDIATE SUPERVISOR

63 JAN 18 1952

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NOV 51

GR.

TITLE

SECTION

SHIFT

DATE _____

26 DEC 20 1059

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TRACY

FROM : Quinn Tamm

SUBJECT: ITINERARY

DATE: October 22, 1951

Tolson	_____
Ladd	_____
Clegg	_____
Glavin	_____
Nichols	_____
Rosen	_____
Tracy	_____
Harbo	_____
Belmont	_____
Mohr	_____
Tele. Room	_____
Nease	_____
Gandy	_____



The following is my itinerary:
 Leave Silver Spring, 6:44 PM, 10-22-51, Roomette 6, Car MP 30,
 via B & O (National Limited)
 Arrive St. Louis 1 PM 10-23-51
 Leave St. Louis 5:30 PM, 10-23-51, via M.P. and Texas Pacific
 (Texas Eagle)
 Arrive Dallas, Texas, 7:30 AM, 10-24-51

Reservations at the Hotel Adolphus

Leave Dallas, Texas, 6:15 PM, 10-26-51, Roomette 1, Car 32, via
 T.P. and M.P.
 Arrive St. Louis, 8:10 AM, 10-27-51
 Leave St. Louis, 10:05 AM, 10-27-51, via B & O
 Arrive Silver Spring 7:02 AM, 10-28-51 (Arrive Washington 7:25 AM)

CC: Switchboard
 Movement

(Direct)
 (Direct)

ALPHABETICAL

NOT RECORDED

18 OCT 30 1951

14
 NOV 6 1951

U. S. DEPARTMENT OF JUSTICE
COMMUNICATIONS SECTION

AUG 20 1951

WESTERN UNION

Mr. Tolson	
Mr. Ladd	
Mr. Clegg	
Mr. Glavin	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

BIR A073

TUMBI WUD016 PD.

OCEANCITY MD AUG 20 822A

DIRECTOR

FEDERAL BUREAU OF INVESTIGATION

ADDRESS HARRISON HALL HOTEL OCEAN CITY MD

QUINN Tamm

858A..

ALPHABETICAL

AUG 23 1951

1

Noted in
Comm. Sect
By *LMC/mm*

144
AUG 28 1951

CC: Movement

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: 8/31/51

FROM : Mr. Clegg

SUBJECT: MISSING EXHIBIT, BUFFALO OFFICE

Tolson
Ladd
Nichols
Belmont
Clegg
Glavin
Harbo
Rosen
Tracy
Mohr
Tele. Rm.
Holloman
Gandy

Background

On 8/20/51, SAC Maynor, Buffalo, telephonically advised Mr. Mohr that an exhibit consisting of \$620 in twenty dollar bills in the case entitled, "Andrei Ivanovich Schevchenko, IS-R" was missing from the office safe and could not be located otherwise. Mr. Naughten inquired fully into this at Buffalo 8/24/51 through 8/28/51.

Synopsis

Shevchenko, a Russian espionage subject, [redacted]

[redacted] during the period 7/15/45 through 11/26/45, turned these payments over to Agents of the Buffalo Office, being reimbursed by informant payments. The money [redacted] was in each instance placed in a safe deposit box at the Marine Trust Company, Buffalo. Two Agents handling informants and receiving money from them, [redacted] and Vincent M. Quinn, no longer employed and had resigned prior to removal of money from safe deposit box. The money remained in the safe deposit box until 6/3/48, when with Bureau approval ASAC [redacted] Buffalo, accompanied by SA Edwin F. Dooley, removed the money and brought it to the Buffalo Office for retention in office safe. Neither [redacted] or Dooley can with certainty describe the appearance of packets containing the money, though [redacted] believes there were four small sealed envelopes in a larger unsealed envelope. [redacted] is vague as to any recollections after he arrived at office. He thinks he turned the money over to Acting Chief Clerk after he and Dooley initialed each packet. He does not know what happened to the money thereafter nor has he seen it since. Dooley was very vague, not recalling what happened after he and [redacted] arrived at office. In absence of [redacted]

[redacted] handled recording of change of location of money. She has

TEN:mjp

RECORDED

INDEXED

2 SEP 8 1951
FEDERAL BUREAU OF INVESTIGATION

RECORDS SECTION

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b7C

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no independent recollection of actual handling of exhibit itself nor of placing it in safe. She cannot describe it nor can she recall having seen it subsequent thereto any place. Records of office fail to identify it and though accounting for entire amount are actually incomplete otherwise. [redacted]

[redacted] has entered safe on numerous occasions since then but has never seen the exhibit. SAC Maynor cannot recall having seen exhibit in safe or elsewhere in office. [redacted]

[redacted] has vague recollection of seeing, date uncertain, what he thought was instant item in safe. He cannot describe it positively. No other employee presently assigned to Buffalo recalls ever seeing it. All employees assigned to Buffalo since 6-3-48 and still in Bureau service unable to furnish pertinent information. Former employees not contacted since such believed undesirable. Hence, it cannot be said what exhibit looked like after it was brought to office nor is it positive that exhibit was ever placed in safe. Therefore, chain of evidence was not safeguarded in spite of specific instructions as to this in Bulet to Buffalo 5-22-48 authorizing transferal of funds to safe. Buffalo letter to Bureau 6-5-48, advising of transferal, assured the Bureau that chain of evidence was preserved by ASAC [redacted]. SA Leo J. Kennedy, who prepared letter admits he did not assure himself by personal check as to accuracy of this.

b6
b7C

Since prior to 6-3-48, office safe has been located in closed files room adjoining Clerk's Office and in view from Assistant Chief Clerk's Desk. SAC's Office adjoining Clerk's Office on side opposite from closed files room and therefore safe not in view of nor close to SAC. From 6-3-48 to 7-30-48 safe was locked from midnight to 8:00 A.M. but unlocked at all other times though door kept closed. Subsequent to 7-30-48, when office went on twenty-four hour basis, the safe has remained continuously unlocked though door closed. Before and since 7-30-48 keys to inside locked compartments were all hanging on hook inside of safe. Numerous employees on numerous occasions have entered safe for official reasons during this entire period. Safe therefore has been insecure both as to maintenance and location. Both conditions now corrected by Inspector.

SAC, since arrival in 1947, states that he has complied with his administrative tickler calling for quarterly inspection of safe. SAC had not heretofore detected security weakness.

SAC not aware of long existing requirement as to monthly inspection of safe by a designated clerical employee and such inspection not performed. SAC has had since arrival in 1947 bimonthly administrative ticklers for inspection of bulky exhibits. [redacted] handled this each time the tickler came up. Both admit that at no time was there a complete inspection of all bulky exhibits to balance them against exhibit tickler cards and against related case files.

b6
b7c

SAC Maynor, by monthly self-inspection report 12/28/49, advised the Bureau that all exhibits found maintained properly as result of inspection by him and [redacted]. Both now admit all exhibits not actually examined.

Inspector M. E. Gurnea, now deceased, conducted an inspection 11/16/49. His report contains no reference to instant exhibit.

Inspector Quinn Tamm inspected Buffalo 10/3-16/50. He and aide inspecting physical matters, SA Roy W. Reger, failed to detect insecure condition of safe though Inspectors Handbook requires determination as to such. His inspection report contains no information bearing on exhibit in question though a spot check of exhibits was made.

SAC Maynor, by office self-inspection report 5/28/51, makes no reference to safe but does advise that all bulky exhibits were examined. SAC Maynor admits all exhibits were not examined.

During Mr. Naughten's inquiry, a complete physical search of office, including examination of all files and all exhibits both in case files and bulky resulted negatively.

Check of Bureau files negative. San Francisco, Philadelphia, and New York Offices, all having had interest in case investigation, advised exhibit not located there.

In addition to the forgoing, SAC Maynor by self-inspection memorandum dated December 30, 1948, made no reference to either instant exhibit or the condition of the safe.

RESPONSIBILITIES AND RECOMMENDATIONS:

Re SAC Harry ~~C~~ Maynor, Buffalo

Maynor has been SAC at Buffalo since August 6, 1947.

Delinquencies:

Re condition, location, and inspection of office safe.

1. Safe not securely maintained and located.
2. The SAC says he has inspected the safe quarterly.
3. SAC has taken no action to correct insecurity.

Section 6-P-6 of the Manual of Rules and Regulations required the SAC's to make quarterly inspections of safes in order to see that they are properly maintained. SAC Maynor admits knowledge of the requirement and has no explanation as to failure to correct.

4. SAC Maynor failed to designate clerical employee to make monthly inspections of safe.

Section 6-P-6 of the Manual of Rules and Regulations requires that safes be inspected monthly by duly designated and adequately trained clerical employees in the months when the quarterly inspection is not made by the SAC. SAC Maynor admits no knowledge of this long standing requirement.

Re Inspection Bulky Exhibits

1. SAC has no recollection of ever seeing exhibit in the office.
2. During his tenure of office there has been no complete examination of bulky exhibits to account for same and to balance such exhibits against bulky exhibit cards and related case files.

Since prior to 6-3-48, Bureau rules have been clear as to the maintenance of bulky exhibit tickler cards. Manual of Rules and Regulations 6-1-16 requires the use of green sheets and the existence of a special bulky exhibit tickler system. SAC Maynor has had, during his tenure of office, a bimonthly administrative tickler calling for the check of bulky exhibits. Two bulky exhibit tickler cards have been on hand relating to the missing exhibit. SAC Maynor admits that the exhibits were checked on the occasions when the tickler card came up for such but that this check was incomplete.

3. Monthly self-inspection report submitted 12-28-49 by SAC Maynor advised the Bureau that all exhibits were found maintained in accordance with instructions.

This was in compliance with SAC Letter 107, 11-29-49, which instructed inspection of bulky exhibits in compliance with regulations in the Manual of Rules and Regulations. SAC Maynor now admits that all bulky exhibits were not examined. He recalls personally examining some of the exhibits but has no recollection of checking instant exhibit. SAC Maynor maintains that this was not an instance of intentional misreporting but a reporting of a limited check which, through the phraseology used, indicated more action than had been taken.

4. SAC reported to Bureau in his self-inspection dated 5-28-51 that all bulky exhibits had been examined, with no reference to instant exhibit.

SAC Maynor advises that he personally checked all of the exhibits in two locations as to neatness and as to security of location. He admits that he did not make a complete examination of all exhibits nor did he account

for them nor check them against the files. He used the word "all" in a limited sense, referring to his limited inspection. He maintains that he did not intend to convey misinformation since he did not examine thoroughly all exhibits.

Responsibilities:

SAC Maynor has responsibility personally attaching as to each of the above. He admits error in each instance.

Recommended Action:

1. Censure.
2. Probation.
3. Removal from supervisory position.
4. Repayment of missing \$620 by check made payable to the Treasurer of the United States.

Re ASAC [redacted]

[redacted] has been ASAC at Buffalo since [redacted].

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Delinquencies:

1. [redacted] personally brought exhibit to office on 6-3-48, and recalls seeing it on at least two prior occasions in the bank safe deposit box. Yet he had no accurate recollection of its description. His memory is faulty.
2. He failed to safeguard chain of evidence at time exhibit was brought to office on 6-3-48.

Bulet 5-22-48, in reply to Buffalo letter of 5-12-48, authorized the transfer of instant money to office safe. Bulet specifically points out

the absolute necessity of preservation of chain of evidence in transferal of the money. The only notation of any type made by [] is a handwritten endorsement on Bulet of instructions "Done by Dooley and [] 6-3-48 repl."

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[] does not recall exactly to whom he gave exhibit. He vaguely recalls initialing the four packages comprising the exhibit at the time it was brought into the office by him. He therefore cannot state what disposition was actually made of exhibit after he brought it into the office.

3. He failed to detect the lack of security of safe at any time.

On various occasions he has been acting SAC at Buffalo. On various occasions he has had official reason to enter the safe. Yet he admits that at no time did the insecurity of the safe come to his attention nor did he do anything toward correcting this.

Responsibilities:

He was responsible for maintaining chain of evidence. There is no assurance that such was maintained. His memory is faulty in that he cannot recall what he did with the exhibit after he brought it into the office. He failed to discharge his responsibility both as ASAC and acting SAC in not detecting the insecure condition of the safe.

Recommended Action:

1. Censure.
2. Probation.
3. Removal from supervisory position.

Re [redacted]

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Miss [redacted] has been [redacted] at Buffalo continuously since her return from [redacted].

Delinquencies:

1. Though safe was located within the area under her immediate jurisdiction she failed to detect or to take steps to correct the insecure condition in which the safe has been constantly maintained. She admits that at no time did she consider the insecure conditions as to the safe.

2. During SAC Maynor's tenure, beginning 8-6-47, she has been charged by the SAC with the bimonthly checking of bulky exhibits as to maintenance and disposal.

She admits that she has complied with the instructions to check on these occasions but that her check was incomplete and did not account physically for each exhibit nor compare exhibits with bulky exhibit tickler cards and related case files.

3. She assisted SAC Maynor in the monthly self-inspection of bulky exhibits 12-28-49 at which time the Bureau was advised by SAC Maynor that all bulky exhibits were found maintained in accordance with instructions.

She admits that an incomplete check was made on this occasion and though she is not responsible for the phraseology of the letter to the Bureau covering this monthly self-inspection, she is held responsible for the incomplete examination of bulky exhibits.

4. Though she has personally maintained bulky exhibit tickler cards and two of these relate to the missing exhibit, she, at no time, recalls seeing the bulky exhibit.

Her checking of the bulky exhibit tickler cards would normally require a specific interest in such an exhibit

had the examination of the cards alone been completely thorough.

Responsibility:

[redacted] has the personal responsibility as to the maintenance of safe which was found in an insecure condition accessible to anyone in the office at any time, and has continuously had the responsibility of retention and periodic inspection of bulky exhibits.

Recommended Action:

1. Censure
2. Probation.
3. Removal from supervisory position.

Re [redacted]

Miss [redacted] has been [redacted] at Buffalo since [redacted] at Buffalo on 6-3-48, the date the exhibit was brought to the office.

Delinquencies:

1. She handled incompletely and inaccurately the recording of the exhibit at the time it was brought to the office. She has no recollection of any action taken by her but existing file notations prompted her incomplete recollection as to what she did do.

- a. She failed to prepare a green sheet to cover the exhibit and to place such in the pertinent case file. Instructions contained in 6-I-16 of the Manual of Rules and Regulations since prior to 6-3-48, required the preparation of a green sheet containing an identifying list of the various

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articles so covered and the placing of the original of the green sheet in the case file with a copy affixed to the bulky exhibit. Miss [] does not recall preparing such a green sheet and none was found.

- b. Though she made entries in two files reflecting that the exhibit was placed in the safe, she has no positive recollection of her handling of the exhibit itself and feels that she did not place it in the safe. She feels that she would have requested the Agent to place such an exhibit in the safe. She does not recall ever having seen the exhibit in the safe though her entry stated that the exhibit was located there.
- c. She made two inaccurate entries as to the date of her handling her part of the transaction, namely, entry in one place is dated 6-3-48, and in another place the date is 6-2-48. She admits that both are in error and should have read 6-3-48, the date the exhibit was brought to the office.

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Responsibility:

She is responsible for failure to record the exhibit fully and accurately in compliance with the responsibility she was exercising as [] on 6-3-48 which has made it impossible to describe accurately the exhibit or to state positively that the exhibit was actually placed in the safe in the first instance.

Recommended Action:

1. Censure
2. Probation
3. Removal from supervisory position.

Re SA Edwin F. ~~X~~Dooley

Dooley was continuously assigned to Buffalo from 1943 to 1950 following which he was transferred to the Seat of Government where he is now a Supervisor in the Domestic Intelligence Division.

Delinquency:

1. Though he accompanied ASAC [] on 6-3-48 to transfer the exhibit from the safe deposit box in the bank to the office safe, he does not recall what action he took as to preparing any record covering the safeguarding of chain of evidence.

Dooley recalls he was asked by [] to accompany [] during the transaction. He does not recall actually handling the exhibit at any time. He presumes he made identifying notations on the exhibit envelope since he would have done so in performance of the purpose of his accompanying [] namely, as a witness to the transfer of funds.

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Responsibility:

By accompanying ASAC [] during the transfer of the exhibit, he assumed responsibility as to witness such transferal in order to assure chain of evidence. He admits that he cannot recall specifically any details in connection with the transaction, nor did he make any record of such.

Recommended Action:

1. Letter of censure.

Re SA Leo J. ~~X~~Kennedy

Kennedy has been continuously assigned to Buffalo from 10-19-44 to the present time but since 6-20-51 he has been on special assignment in the Domestic Intelligence Division at the Seat of Government.

Delinquency:

1. Kennedy prepared Buffalo letter of 6-5-48 to the Bureau advising of the transfer of the exhibit from the safe deposit box to the office safe and stated therein that the chain of evidence had been appropriately preserved by ASAC [redacted].

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Kennedy does not recall dictating the letter but is certain that he did not assure himself by physical examination that the chain of evidence had been preserved and that the exhibit was located in the office safe. He cannot recall ever seeing the bulky exhibit.

Responsibility:

Though he does not recall the circumstances under which he dictated this letter, he did make a positive assertion which he states was not based upon personal assurance.

Recommended Action:

1. Letter of censure.

Re Inspector Quinn ~~Tamm~~

Mr. Tamm is Inspector in Charge of the Identification Division. He was in charge of the inspection of the Buffalo Office conducted October 3 to 16, 1950.

Delinquency:

1. His memorandum for the Director dated 10-19-50 contains no mention of the conditions under which the safe was maintained which at that time were clearly insecure.

Though Mr. Tamm did not recall which inspector's aide handled the inspection of the safe, he assumes that because no administrative memorandum was submitted, nothing unusual concerning the safe was noted during the inspection as of an unusual nature.

2. Though an administrative memorandum was prepared during the inspection by Inspector's Aide Roy W. Reger relating to physical conditions and maintenance, no reference is contained therein to the insecurity of the safe.

The Inspectors' Handbook calls for an inspection of all physical matters including the safe to determine if maintenance is satisfactory. Mr. Tamm advised that since the instructions contained in memorandum to inspectors 3-20-50 eliminated the necessity of recording phases of inspections when nothing adverse or commendatory was found, he assumes that nothing unusual concerning the safe was noted during that inspection.

Responsibility:

Mr. Tamm had the final responsibility in the conducting of the above inspection during which time the insecurity of the office safe was not detected nor corrected.

3. No charge is being made against Mr. Quinn Tamm for not having commented relative to the missing exhibit during his inspection of October, 1950. It cannot be definitely shown that the exhibit was missing at the time of his inspection. It appears further that he operated within the scope of rules governing the checking of bulky exhibits, although good judgment would have required accounting for valuables.

Recommended Action:

1. Censure
2. Probation

Re SA Roy W. X Reger

SA Reger was an Inspector's Aide during the inspection of the Buffalo Office by Inspector Quinn Tamm, October 3-16, 1950. He is presently assigned to the Pittsburgh Division.

Delinquency:

1. An inspection administrative memorandum was prepared by him dated 10-6-50, captioned "Maintenance of Office" which contains no reference to the safe, though the safe was being maintained in an insecure condition at that time.

Inspectors' Handbook is clear. Section II-A-3 requires that all physical aspects of the office, including the safe should be inspected to determine if maintenance is satisfactory.

SA Reger advised that he has no independent recollection of the inspection of the safe during the Buffalo inspection, his first such assignment. He is of the opinion that he probably did inspect the safe and assumes that the condition and maintenance must have impressed him as being satisfactory in the absence of the administrative memorandum to the contrary.

Responsibility:

Since it appears that he was charged with the inspection of the physical condition and maintenance which includes the inspection of the office safe, he should have detected the insecure condition of the safe at that time.

Recommended Action:

1. Censure.
2. Removal from the list of approved Inspectors' Aides.

Details

I. Special Inquiry at Buffalo

Mr. Naughten conducted a special inquiry at Buffalo relating to instant exhibit 8/24-28/51, assisted by SA's William A. Halpin, John B. Greene, [redacted] and Francis X. McBride. His inquiry extended to conditions found as to maintenance of office safe, practices as to inspection of exhibits, interviews of all employees assigned that Division, and complete physical search of entire office and contents thereof. His report, consisting of his memorandum to the Director dated 8/28/51 with various supplements and photographs, setting forth the results of his inquiry and conclusions arrived at in Buffalo is attached.

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A. Review of Files

The missing exhibit consists of thirty-one \$20.00 bills totaling \$620.00 which had been received by informants [redacted]

[redacted]
[redacted]
[redacted] had been turned over by [redacted] to Agents of the Buffalo Office during the period July 15, 1945 to November 26, 1945.

A complete examination was made in the cases entitled "Comintern Apparatus; Internal Security - R" (Buffalo file 100-7882) and "Andrei Ivanovich Schevchenko; Internal Security - R" (Buffalo file 100-9708) in an effort to trace and locate the missing exhibit. This examination reflected the following:

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The report of SA Vincent M. Quinn (who has resigned), 7/21/45, Buffalo, N.Y. (Buffalo 100-7882-317) entitled "Andrei Ivanovich Schevchenko; Internal Security - R" contains a signed statement of [redacted] made to Agent Quinn on July 17, 1945 in which they relate that on [redacted]

[redacted] five \$20.00 bills. The statement further sets forth that [redacted] turned these five \$20.00 bills over to Agent Quinn on July 15, 1945. There is an entry, namely 1A-20, on the file copy of the green sheet of Buffalo file 100-7882 reflecting that the above five \$20.00 bills had been placed in the safe deposit box. There is an ink line drawn through that part of the entry reflecting the placing of the money in the safe

deposit box and immediately thereafter is handwritten the following:

"Serial 100-9708-3) (7/17/45) 6/2/48 In CCO Safe. ep"

(This is obviously an error, the correct date being 6/3/48.) "ep" are the initials of [redacted]. 100-9708-3 is a report of SA Harvey E. Rath, 10/2/45, New York, in the Schevchenko case which summarized the investigation performed by various offices to the date of the report. The bulky exhibit copy of the green sheet on the envelope containing the bulky exhibits still on hand in this case is unchanged, that is, it still reflects the money as being in the safe deposit box.

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Buffalo letter to the Bureau dated 8/17/45 entitled, "Andrei Ivanovich Schevchenko; Internal Security - R" (Buffalo file 100-7882-330) sets forth an interview with [redacted] on August 14, 1945 in which [redacted]

[redacted] 1945 ten \$20.00 bills and, later the same day, two \$20.00 bills. In this letter is the statement that the above money "has been procured by this office." The report of SA [redacted] 10/17/45, Buffalo (Buffalo 100-9708-4), entitled "Andrei Ivanovich Schevchenko; Internal Security - R" sets forth a signed statement of [redacted] made to SA Vincent M. Quinn on August 20, 1945 and witnessed by Agent Quinn and SA [redacted] (who has resigned) in which [redacted]

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"I have delivered to Special Agent Vincent M. Quinn the \$240.00 [redacted]."

There is an entry, namely 1A-24, on the file copy of the green sheet of Buffalo file 100-7882 reflecting that the above mentioned twelve \$20.00 bills, totaling \$240.00 had been placed in the safe deposit box. There is an ink line drawn through that part of the entry reflecting the placing of the money in the safe deposit box and immediately thereafter is handwritten the following:

"6/3/43 In CCO Safe ep (Serial 100-9708-4)"

(This is obviously an error, the correct date being 6/3/48.) "ep" are the initials of [redacted]. The bulky exhibit

copy of the green sheet on the envelope containing the bulky exhibits still on hand in this case is unchanged, that is, it still reflects the money as being in the safe deposit box.

The report of SA [] 10/17/45, Buffalo (Buffalo 100-9708-4) entitled "Andrei Ivanovich Schevchenko; Internal Security - R" contains a signed statement, undated, made by [] to SA [] and witnessed by Agents [] and Edwin F. Dooley (SA Dooley is presently assigned to the Bureau) in which []

"I have turned these two \$20.00 bills over to Special Agent []."

There is an entry, namely 1A-10, on the 1A envelope of Buffalo file 100-9708 as follows:

"Two (2) \$20. bills recd from [] (See 100-9708-4, p. 13)."

To the left of this entry and bracketed with entry 1A-10 (explained below) is handwritten the following:

"In CCO Office Safe 6/3/48."

Buffalo letter to the Bureau dated November 27, 1945 entitled "Andrei Ivanovich Schevchenko; Internal Security - R" (Buffalo 100-9708-38) sets forth an interview with []

In this letter there is the statement,

"These bills appropriately marked by [] and which are being placed in a safe deposit vault in this City bear the following serial numbers"

The initials on this letter indicate that it was written by Special Agent []. A memorandum of Agent [] dated November 27, 1945 in the Schevchenko case (Buffalo 100-9708-40) is set forth as follows:

"Attached hereto in exhibit envelope will be found twelve \$20. bills initialed by informant [] and

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also bearing the date 11/24/45. These bills were delivered to [redacted]

They were delivered to writer on 11/26/45 and informant [redacted] was given a receipt for them. They should be placed in the safe deposit box of the Marine Trust Company."

The last sentence of this memo is underlined in ink and immediately under the typing is handwritten in ink:

"Done 11/27/45 JBW"

"JBW" are the initials of [redacted] former SAC, Buffalo. There is an entry, namely 1A-9, on the 1A envelope of Buffalo file 100-9708 as follows:

"Twelve (12) \$20. bills recd from [redacted] (see 100-9708-40)."

To the left of this entry and bracketed with entry 1A-9 (explained above) is handwritten:

"In CCO Office Safe 6/3/48."

Buffalo letter to the Director, May 12, 1948 entitled "Andrei Ivanovich Schevchenko; Internal Security - R," (Buffalo 100-9708-122) makes reference to the reports of Special Agent Harvey E. Rath dated 10/2/45 at New York City and Special Agent [redacted] dated 10/17/45 at Buffalo relative to the captioned case wherein it is mentioned that certain moneys were received by informant [redacted] which, in turn, were turned over to Agents of the Buffalo Office together with an additional \$240.00 [redacted]

[redacted] turned over to Agents of the Buffalo Office on November 26, 1945. The letter goes on to state that, for evidentiary purposes, these moneys have been preserved in a safe deposit box in the Marine Trust Company, Buffalo at an annual rent of \$6.00; that this is the only evidence which it has been found necessary to preserve in this manner and suggests that possibly the chain of evidence could just as well be preserved if the moneys were kept in the office safe or in the event the Department is not considering further action in this matter, the exhibits possibly could be disposed of through regular channels. Initials appearing on this letter indicate it was written by [redacted] presently ASAC, Buffalo.

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Bureau letter to Buffalo dated May 22, 1948 entitled "Andrei Ivanovich Schevchenko; Internal Security - R" (Buffalo 100-9708-123) authorized Buffalo "to transfer the \$240.00 in question from the Marine Trust Company, Buffalo, N.Y., to your office safe." The letter points out the absolute necessity to preserve the chain of evidence in transferring this money and instructs Buffalo not to dispose of this money through the regular channels at this time. At the bottom of this letter in the middle of the page is handwritten in ink, "Done by Dooley & [redacted] 6/3/48 RPL." At the bottom and on the left-hand side of this letter is handwritten in ink the following:

"6/3/48 \$620.00 placed in CCO Safe. ep"

"RPL" are the initials of ASAC [redacted] and "ep" are the initials of [redacted].

Buffalo letter to the Director dated June 5, 1948 entitled "Andrei Ivanovich Schevchenko; Internal Security-R" (Buffalo 100-9708-124) makes reference to the above mentioned Bureau letter of May 22, 1948 authorizing the transfer of [redacted] from the safe deposit box in the Marine Trust Company to the Buffalo Office safe. The letter states that the transfer was made by ASAC [redacted] on June 3, 1948 and the chain of evidence appropriately preserved. The letter sets forth that "in order that the Bureau may have an accurate record of the sums paid [redacted] the following list of such payments is being set out:

7/15/45	To	[redacted]	\$100.00 (five \$20 bills)
8/11/45	To	[redacted]	\$240.00 (twelve \$20 bills)
9/30/45	To	[redacted]	\$40.00 (two \$20 bills)
11/24/45	To	[redacted]	<u>\$240.00</u> (twelve \$20 bills)
Total			\$620.00

The initials appearing on this letter indicate that it was written by Special Agent Leo J. Kennedy, who is assigned to Buffalo but is presently on Special Assignment at the Bureau.

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The bulky exhibit tickler cards relative to the two cases involved reflect the following information:

100-7882

date exhibit received -	September, 1944.
location of exhibit -	Storeroom cabinet, drawers and safe deposit box. (An ink line is drawn through the words, "safe deposit box" and handwritten in ink is, "office safe.")
estimated date of disposition -	Retained for possible return of subject to U. S.
description -	Photos, signed statements, surveillance notes, etc. Money.

100-9708

date exhibit received -	December, 1945.
location of exhibit -	Storeroom cabinet, drawers and vault. (Typed in above this and apparently at another time is "& Safe.")
estimated date of disposition -	Retained for possible return of subject to U. S.
description -	Camera, films, letters. Money. (The word, "Money," above appears to have been typed at the same time as the words "& Safe" mentioned above under the heading, location of exhibit.)

In addition to the two files mentioned previously, namely, "Comintern Apparatus; Internal Security - R" (Buffalo file 100-7882) and "Andrei Ivanovich Schevchenko; Internal Security - R" (Buffalo file 100-9708), an examination was made

with negative results of all other files which contained any reference to Schevchenko and [redacted]

An examination was also made of the Confidential Fund files including vouchers, deposit slips and canceled checks from January, 1948 to the present but no trace was found of the missing exhibit. [redacted] were paid informants, their payments serving to reimburse them for money turned over to Agents.

In explanation of why there were two files involved in the missing exhibit, it is pointed out that the Buffalo Office continued to file in the Comrap file serials relating to the Schevchenko matter until October 16, 1945, at which time a separate file was opened on Schevchenko. Prior to this date two exhibits consisting of money turned over to Agents of the Buffalo Office by informants, [redacted] had been received and were therefore recorded in the Comrap file. Subsequent to that date the two remaining amounts of money were turned over and hence were identified in the Schevchenko file. It is for this reason that there were two different bulky exhibit tickler cards prepared, one referring to the exhibit which had been received as to each of the mentioned files.

The Schevchenko file was placed in a RUC status by the Buffalo report of SA [redacted] dated 1/25/46. The Comrap file was placed in a RUC status by Buffalo letter to the Bureau 3/8/46. These dates reflect the last times that either one of these files was handled as an investigative matter.

B. Attempts to Identify Exhibit through Interviews

1. SAC Maynor advised that he does not recall ever seeing missing exhibit.

2. SAC [redacted] Seattle, was SAC Buffalo [redacted] when exhibits came into possession of Buffalo Office and were placed in the safe deposit box at the Marine Trust Company, Buffalo. [redacted] departed Buffalo under transfer to Seattle [redacted] prior to the removal in 1948 of the exhibits from the safe deposit box for transferal to the office safe. SAC [redacted] advised that he recalls that there were such exhibits, believed

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to have been four in number, containing the \$20.00 bills comprising instant exhibit. He knows that they were retained in the safe deposit box since he personally placed one exhibit in the safe deposit box on at least one occasion. He knows definitely that at the time of his departure from Buffalo the money in question was still in the safe deposit box. He has no further positive recollections which would throw any additional light on this matter.

3. ASAC [] Buffalo, advised that he saw the exhibit on at least three different occasions, namely, when he first reported to Buffalo for duty [] on the occasion of SAC Wilcox's departure, July 1947; and on the occasion of his withdrawing the exhibit from the safe deposit box on June 3, 1948. He stated that he has no present recollection of the exact description of the exhibit but he has a vague idea that as the money exhibit lay in the safe deposit box on the occasions above described, it consisted of a large manila envelope, unsealed, with an open flap, possibly of the 1-A type, although he is uncertain on that point. He recalls definitely that contained within the large unsealed manila envelope were several smaller envelopes all sealed. He cannot recall the exact number of the smaller envelopes but feels fairly certain that there were four. He cannot recall definitely what the smaller envelopes looked like but he tends to the view that they were manila envelopes slightly larger than the conventional white letter size envelope used as 1-A enclosures. He has a vague recollection, he stated, that there were notations contained on each of the several sealed smaller envelopes but he does not recall whether the notations were included in the usual spaces on the rubber stamped form or not.

Mr. [] stated he recalls definitely that on June 3, 1948, at noontime he and SA Edwin F. Dooley, then assigned Buffalo Office, proceeded to local bank and removed the exhibit as above described from the safe deposit box, that he personally took the exhibit into his personal possession and conveyed it physically to the Buffalo Office. He feels certain that he conveyed the exhibit intact, namely, the larger manila envelope with the four smaller envelopes enclosed.

From the time of his arrival with the exhibit into the Buffalo Office and his subsequent action with reference to the exhibit, his memory is very vague. He states that he

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proceeded to the desk in the office of the Chief Clerk, which is assigned to [] that he spoke to the Acting Chief Clerk, whose identity he cannot clearly recall, and transacted his business with her concerning the depositing of the exhibit in the office safe. He stated without recalling clearly that as a matter of practice he would have given the exhibit to a person of no lesser authority than the Chief Clerk or Acting Chief Clerk. He stated that in view of the fact that Miss [] was on annual leave on June 3, 1948, he assumes without knowing that he transacted his business on that occasion with []. He has a vague recollection that at the time he conveyed the exhibit to the clerical employee both he and SA Dooley made individual notations on each one of the four small sealed envelopes, although he does not recall definitely what the notations were. He now states that it would have been his practice to have initialed each envelope with the date in order to be able to testify concerning his possession of the exhibits at that time.

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Mr. [] stated that he cannot now recall whether there was a green sheet on the exhibit or whether the clerk with whom he dealt prepared a green sheet and affixed it to the exhibit package. He has no definite recollection of placing the exhibit or seeing it placed in the safe by any employee.

With reference to any other notations made by Mr. [] he stated that he made an endorsement on Bulet of 5/22/48, which authorized transferal of exhibits to office safe, as follows: "done by Dooley [] 6/3/48, RPL." He made no other memorandum or record of the transfer.

Bulet to Buffalo (Buffalo file 100-9708), captioned in the Schevchenko matter, not only authorizes the transfer of the money exhibit from the bank to the office safe but issued instructions "It is absolutely necessary to preserve the chain of evidence in the transferring of this money." By Buffalo letter 6/5/48, as dictated by SA Leo J. Kennedy, the Buffalo Office advised the Bureau that the transfer of the money was effected per Bureau authority and that "the transfer was made by ASAC [] on June 3, 1948, and the chain of evidence appropriately preserved."

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With regard to the responsibility as to continuation of the chain of evidence, ASAC [] advised that he had

thought that by placing his initials on the exhibits in question at the time that he deposited them in the Chief Clerk's Office that he had retained the chain of evidence.

Mr. [] further stated that at no time subsequent to the above described transaction of June 3, 1948, did he observe the money exhibit above described. He stated that he has had infrequent occasions to enter the Chief Clerk's Office safe for the purpose of withdrawing SA examinations and similar Bureau property but he has not seen the exhibit. He stated that he has never had occasion as ASAC of Buffalo Office to conduct an inspection of the safe. He stated that he has never made an examination of the bulky exhibits in the Schevchenko matter nor has he participated in any phase of office self-inspections or examination or administrative devices relating to the examination of the safe or the bulky exhibits.

4. [] on leave during instant inquiry, was personally interviewed by SA Bridenstein, of the Denver Office, upon my request with the following recollections obtained from Miss []:

At no time between June 3, 1948, when she was in annual leave status, until present date did she see the money exhibit. She has no information concerning its description. Miss [] acknowledges that she had knowledge of the fact of the existence of the exhibit and its purported location in the Buffalo Office inasmuch as she retained in her personal custody and examined on numerous occasions two bulky exhibit tickler cards which are further considered in subcaption III relating to office inspection of bulky exhibits. These tickler cards would indicate that the exhibits in these cases included money located in office safe.

5. [] advised that she has no present recollection whatever of the receipt of this exhibit. Miss [] stated that the only information she can furnish with reference to the exhibit is based on her knowledge of her business practices from which she would draw certain inferences by reviewing the notations made by her. Miss [] stated that she reviewed Buffalo file 100-7882, in the Comrap matter, green sheet serial 1-A, block stamped August 30, 1945, specifically item 24, which lists

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twelve \$20.00 bills totaling \$240.00, received from [redacted] 8/14/45. She identified a handwritten notation opposite that item "6-3-43 In CCO safe ep." (She stated that the 1943 date should have been 1948 and that the error was made through clerical inadvertence.) She stated that she examined green sheet 1-A in the same file, date stamped July 27, 1945, item 20 thereon, "Received from [redacted] \$100.00 in bills of \$20.00 denomination - not to be returned," and that she placed opposite that notation in her own handwriting, "6-2-48 In CCO safe. ep." She further stated that the placing of the date 6-2-48 was a clerical error inasmuch as she believes that the entire transaction was consummated on 6-3-48.

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Miss [redacted] examined the 1-A exhibit envelope in Buffalo file 100-9708 and noted that the last two entries posted thereon are as follows: "9. Twelve (12) \$20.00 bills received from [redacted] (See 100-9708-40) 10. Two (2) \$20.00 bills received from [redacted] (See 100-9708-4, p. 13)." On the extreme lefthand side of the quote entries appears the notation "In CCO office safe 6/3/48."

Miss [redacted] stated in interview that she has a good recollection that she had occasion to review the file in order to record the transfer of the money evidence in the Schevchenko and Comrap cases from the bank to the Buffalo office safe, that she accounted for a certain portion of the money evidence by the green sheet entries described above, noted that the amount of money entered as evidence on the green sheets fell short of the entire \$620.00 referred to in the letter from the Buffalo Office to the Bureau dated 6/5/48 (referred to above as dictated by SA Leo J. Kennedy) outlining in detail the various sums originally totaling \$620.00. Miss [redacted] recalls that in order to determine the location of the balance of the money evidence and the source thereof, she reviewed Buffalo file 100-9708 and found therein serial 40. Memo from SA [redacted] to SAC, Buffalo, wherein [redacted] reported the receipt on 11/26/45 of twelve \$20.00 bills from [redacted].

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Miss [redacted] also found in her file review the report of SA [redacted] Buffalo, New York, 10/17/45, page 13 thereof, reflecting the receipt by [redacted] of two

\$20.00 bills from [] Miss [] then entered onto the 1-A exhibit envelope of file 100-9708 items 9 and 10 quoted above and placed her handwritten notation that the money represented by the entries was in the office safe as of 6/3/48.

Miss [] stated that in her memo to SAC, Buffalo, dated 8/23/51, and forwarded to the Bureau, she expressed the belief that she had probably made a green sheet to cover the exhibit in question as of June 3, 1948, when the money came into the Buffalo Office on transfer from the safe deposit box. On interview Miss [] now inclines to the view that she did not prepare a green sheet for the exhibit on 6/3/48. She reasons that if she had prepared a green sheet at that time, knowing her business practices, she would have prepared the green sheet in duplicate and that the carbon copy would have been properly entered in the appropriate file. She also expressed the belief in interview that the exhibit at the time of its being placed in the safe deposit box would not have a green sheet attached to it because the originals of the several green sheets prepared to cover many exhibits in the pertinent cases are presently in the Buffalo office attached to the exhibits which they describe. Miss [] therefore reached the conclusion that in all probability the money exhibit received in the Buffalo Office on 6/3/48 did not have a green sheet and was not covered by one thereafter.

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Miss [] stated that although she has no present recollection of the incident she feels that if ASAC [] and SA Dooley brought to her a money exhibit in the Schevchenko case she would have considered the exhibit with meticulous care inasmuch as she had reviewed previous Bureau instructions insisting that the chain of evidence be maintained. She reasons now that if an Agent offered her the money exhibit she would have declined to accept it for fear of interrupting the chain of custody and would have requested the Agent or Agents to place the exhibit in its then form into the top drawer of the office safe. She further stated that she would have looked at the exhibit while it was in her presence in order to be sure that the Agents had placed at least a file number thereon for future reference.

With reference to the entries placed by Miss [] on the green sheets and 1-A exhibit envelope, as above described,

she stated that under no circumstances would she post such entries and notations unless she had personal knowledge that the exhibit had been placed in the Chief Clerk's Office safe.

6. All employees presently available Buffalo were interviewed to determine if any had seen the exhibit in the office safe or could recall any particulars which would aid in identifying or otherwise describing the exhibit. Of these only [] had any recollection of having seen the exhibit. [] stated that he has been continuously assigned to the Buffalo Office since August, 1946, and that he has had occasion many times to enter the safe for official reasons. He stated that he has a recollection, which is less than positive, of examining the top drawer of the office safe and seeing therein a manila envelope of the 1-A variety with a green sheet secured thereon by strips of scotch tape around the edge of the green sheet, in typing the name of Schevchenko near the top of the green sheet. He stated that within a few hours after having seen the envelope described he had a casual conversation with a Special Agent in the Buffalo Office whom he imperfectly recalls to be SA E. F. Dooley; that he commented to the Agent that he had observed an exhibit envelope in the safe in the Schevchenko matter and that he wondered what it might be. He stated that he recalls that the Agent said that the exhibit consisted of money in the Schevchenko case and that it had been transferred from the safe deposit box to the office safe. [] stated that the green sheet which was attached to the manila envelope was not the printed sheet currently in Bureau use (FD-141), but that it was plain and devoid of printed matter. (Note: This comment by [] is consistent with the fact that the current style of green sheets, Form FD-141, with printed items thereon was not adopted until July 1, 1948.)

With reference to the precise position of the exhibit envelope which [] describes, he said he thought that the envelope was lying on the bottom of the metal drawer. He further said that he cannot see in his mind's eye the inter-office encipher pads which are presently located in the office safe top drawer. From this he draws the inference that he probably observed the envelope at a time prior to the receipt of the inter-office encipher pads, February 1950. [] expressed the belief that he must have seen the exhibit in either 1948 or 1949 in the drawer because he feels if he had

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seen it more recently he would have a better recollection of it.

As of possible bearing on the weight to be given Mr. [] recollections, he advised that he had visited the top drawer in the office safe on a number of occasions between 1948 and 1950 in order to examine the radio operators' manual, which was contained therein. A review of pertinent Buffalo files discloses that when SAC Wilcox departed from Buffalo in July 1947, he took the radio operators' manual which was charged to him personally and that no other radio operators' manual was placed in the office safe until the receipt of the revised issue in May 1950. When that fact was pointed out to Mr. [] he readily acknowledged that he was confused on that point.

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7. SA Edwin F. Dooley, assigned Buffalo 1943 through 1950 and presently a supervisor at the Seat of Government, has advised Mr. Naughten that he was aware of the fact that there was money received from informants [] for two reasons. First, he accompanied former SA [] on the occasion when informant [] turned over to [] two \$20.00 bills which had been [] This transaction is referred to in the report of SA [] dated at Buffalo 10/17/45 in the Schevchenko matter. SA Dooley did not handle the money in any instance but recalls witnessing the statement prepared at the time of the transaction with informant []. This is the only occasion when he actually saw any of the money itself. Secondly, he does recall that he accompanied ASAC [] request to the safe deposit box at the Marine Trust Company on 6/3/48, this being the first and only time that he went to that place. He recalls that it was at lunch hour and he believes he accompanied [] to witness the transferal of the money in the safe deposit box to the office. He has no recollection of the appearance of the packages in which the money was maintained though he believes that the items consisted of several envelopes. He is positive that he himself did not handle the money in the safe deposit box. He recalls returning to the office with [] who did have the money in his possession. He thinks [] gave the items to the Chief Clerk or Acting Chief Clerk. He does not recall making any identifying notations on the envelopes in which the money was

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contained. He presumes that he made such notations since that would have been with keeping with the purpose of his accompanying [redacted].

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With reference to the vague recollection of [redacted] to the effect that [redacted] imperfectly recalls having had a casual conversation with an Agent concerning the exhibit which [redacted] thinks he saw in the safe, Dooley recalls no such conversation. Dooley feels that this is not a too accurate recollection of a conversation with Dooley since until now Dooley did not know that the money was actually placed in the office safe.

8. With respect to the Buffalo letter prepared by SA Leo J. Kennedy following the transferal of the money, Kennedy has been interviewed in Washington. He has been assigned since 10/19/44 to Buffalo and has been on special assignment at the Seat of Government since 6/20/51. Kennedy advised at no time had he seen instant exhibit nor could he identify it in any fashion as to its appearance or contents. He states that he did not participate in any transaction relating to the transferal of the money. He states he did not know it was in the office safe and in fact did not know where it was supposed to be located. He did not recall dictating the letter of 6/5/48 nor the circumstances under which he would have dictated it. He suggested that he was probably Acting Supervisor on the ASAC's desk at that time. He thinks it is possible that he was told to prepare such a letter though he is not sure. He stated that he did not assure himself by any personal action that the chain of evidence was actually maintained and therefore he believes that he must have relied on the notation placed on Bureau letter of 5/22/48 authorizing the transferal and admonishing the Buffalo Office to be careful as to maintaining such a chain of evidence.

C. Check of Bank Records

A review of the records of the Buffalo Trust Office, Marine Safe Deposit Company, known as the Marine Trust Company, reflected that on May 12, 1945 [redacted] and [redacted] hired Safe Deposit Box #3006. This box was continuously rented up until June 3, 1948, at which time it was cancelled,

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the keys surrendered and notation made on bank record card "No Need." It is noted a review of the visits to this box were consistent with the receipt of instant exhibit monies by the Buffalo Office. There are no other known Safe Deposit Boxes which the Buffalo Office has rented in the past. There are no Safe Deposit Boxes currently rented in the City of Buffalo by the Buffalo Office. There were no subsequent rentals of a Safe Deposit Box at the above bank subsequent to June 3, 1948.

D. Office Safe

1. Location, Appearance and Security

There is and has been only one safe in the Buffalo Office used for retention of valuables and confidential items. Attached are photographic enlargements of the safe showing its present location and its appearance.

The safe is located in a room containing closed files and occupies a position approximately fourteen yards from the Chief Clerk's desk and fifteen yards from the Assistant Chief Clerk's desk, being in full view of the latter. The Chief Clerk's and the Assistant Chief Clerk's desks are facing each other. SAC's office adjoins the office of the Chief Clerk on the opposite side from the location of the safe. The safe is twenty-seven yards from the SAC's office entrance door but not in view of him.

As to security, SAC Maynor advised that since July 30, 1948 the Buffalo office has been open on a twenty-four hours a day basis. Prior to July 30, 1948 the office was open from 8:00 A.M. until 12:00 midnight. The safe was unlocked during the period that the office was open, though the door was closed. Beginning with July 30, 1948 the safe was unlocked throughout the entire twenty-four hours period daily, though the door was left closed. Prior to and subsequent to July 30, 1948 and continuing to the present time the keys to the inner locked compartments in the safe have been hanging on a hook within the safe.

2. Contents of Safe

The contents of the office safe are as follows:

a. The top shelf has a movable one drawer steel box, with lock, with the following items enclosed:

1. One manila envelope, approximately 8" x 10", containing office social receipts.

2. Money collected to assist medical expenses of Assistant United States Attorney Michael J. McMorrow.

3. Radio Operator's Manual #93. It is to be observed the manual in question was formerly carried on the personal inventory of SAC Maynor and on August 22, 1950 was transferred to the office inventory. Since the manual appears to be an extra copy of one which is currently retained in the Radio Room, the SAC has been requested to consult the Bureau as to its disposition.

4. Russian translator's examination on play-back record.

5. Inter-office Cipher Pad, Serial No. 0075.

6. Inventory sheet and 10 Cipher Pads.

7. 75 Vehicle Emergency Cards, war plans records.

8. One manila envelope containing 25 cards and 25 Civilian Defense buttons, part of war plans records.

b. To the right of the steel box on the top shelf is a folder containing office stamps.

c. The second shelf has a movable one drawer steel box, with lock, with the following items enclosed:

1. Coded communications, retained thirty days and then destroyed.

2. One folder containing teletype and typewriter tests for applicants.

3. Folder with dictation tests for applicants and employees.

4. Folder containing translator's examination for applicants.

5. One folder each for Special Agent examinations for sets No. 1 through 5.

6. One folder containing Special Agent examinations, No. 6 through 10.

7. One folder containing Special Agent second examination set No. 11.

8. One folder containing Special Agent Accountant examinations.

9. One folder containing Special Agent (A) re-examinations.

d. To the right of the box on the second shelf is a pressed-board folder containing desk keys and a seating chart for the Special Agents.

e. On the bottom of the safe is a removable one drawer steel box, with lock, containing the following items:

1. One folder with secret auto serial numbers for 1950.

2. One manila envelope containing safe and vault combinations.

3. GTRs.

4. Code books.

5. Installer-Repairman Handbook and Bell System Practices.

6. Technical Manuals.

f. On top of the steel box, which is located on the bottom of the safe, are a covered and locked office security index and a box containing Registered Mail receipts.

Both SAC Maynor and [] advise all of the above items are located in the safe since they believed it was in keeping with Bureau regulations to retain such items therein.

3. Inspection of Safe

a. SAC Maynor has on hand and has had for his entire period as SAC at Buffalo a tickler calling for the quarterly check of the office with a specific entry thereon as to the safe. Mr. Maynor recalls having complied with this tickler requirement but has no recollection of seeing the exhibit in the safe.

Section 6, P-6 of the Manual of Rules and Regulations requires that in addition to the quarterly check of the safe by the SAC that a clerical employee, duly designated, make such an inspection of the safe in those months not covered by the SAC. SAC Maynor has no recollection of having noticed such requirement heretofore and, therefore, there has been no clerical employee so charged.

b. ASAC [] advised that on the occasions when he was Acting SAC the tickler calling for the inspection of the safe did not come up. He has no recollection of ever having physically inspected the safe.

c. [] had not been charged by the SAC, in compliance with the above referred to regulation, with the monthly inspection of the contents of the safe and she does not recall having made such monthly inspections.

4. Accessibility of Entrance to Safe

During the interview of the Buffalo personnel it was noted that in addition to the SAC and ASAC, 53 employees entered the safe at periodic intervals for official reasons subsequent to June 3, 1948 and prior to the discovery of the loss without noting the exhibit. The employees in question did not, however, enter the top file drawer where the exhibit was believed to have been placed but entered other sections of the safe for the following reasons:

30 employees - to check SI cards

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16	employees	- to obtain code book
4	"	- to obtain stamps and Registered Mail receipts
2	"	- to place office personnel salary checks (not retained in top drawer)
1	"	- to obtain typing and stenographer examinations
<u>53</u>		

It was further noted that during the same period of time eleven employees entered the top drawer of the safe at periodic intervals to handle the office social fund, to obtain the Russian translator's examination, make inserts in the Radio Operator's Manual, to temporarily retain Confidential Informant money, and place Civilian Defense and war plans material.

Thus, of the ninety-four employees presently assigned Buffalo, sixty-six have at one time or another since June 3, 1948 had access for official reasons to the safe.

5. Remedial Action Taken

a. The safe is now locked at all times, with certain designated employees charged with knowledge of the combination thereof.

b. Combination of safe to be changed at this time.

c. The key to the inner compartment containing valuables and top secret items will remain in the personal possession of the SAC.

d. The safe to be moved from its present location to a convenient place immediately outside the SAC's office door and adjoining the desk of the Secretary to the SAC.

E. Office Inspection of Bulky Exhibits

1. SAC Maynor has an Administrative Tickler which he has had for some time which calls for the check of bulky exhibits "to ascertain disposition of those in Closed cases." The tickler has six months entered thereon indicating that such tickler has come up bi-monthly. In his memo to the Bureau dated

8/23/51 SAC Maynor stated that this was a quarterly tickler. Actually it is a bi-monthly tickler. SAC Maynor has stated that when the Administrative tickler has come up, he has advised the Chief Clerk by routing slip and that, thereafter, the exhibits would be checked as to physical maintenance. He advised that at no time, in his recollection, has the exhibit inspection consisted of an actual physical examination and balancing of the exhibits on hand against the exhibit tickler cards, against the files. Thus, SAC Maynor admits that until instant time, during his tenure of office at Buffalo, there has not been a complete inspection of all bulky exhibits by the above method.

In his monthly self-inspection of bulky exhibits, reported by his memo 12/28/49, he advised the Bureau that all bulky exhibits were found to be maintained in accordance with existing instructions. He pointed out that the inspection had been handled by himself and [redacted]. He now has stated that he personally recalls checking some of the exhibits but that he cannot recall checking instant missing exhibit and that his only conclusion is that all exhibits were not actually fully inspected.

In his self-inspection report dated 5/28/51 SAC Maynor advised the Bureau that an examination had been made of all bulky exhibits, finding three minor delinquencies which were corrected. SAC Maynor advised that during the inspection mentioned he had personally checked all exhibits in the exhibit file drawers and exhibit cabinets to determine if they were maintained neatly and if the cabinet drawers were properly locked. He stated he did not physically examine each item in each exhibit nor check all the exhibit ticklers against the exhibits, the exhibits against the files or the tickler cards against the exhibits or files. He recalls checking approximately 25 or 30 exhibits to determine their possible disposition. He is positive that he did not check the safe at the time of this self-inspection. His use of the word "all," he has stated, was in a limited sense in that he was referring to the exhibits in the cabinets and file drawers only.

2. [redacted] advised that she received a routing slip from SAC Maynor on a quarterly basis to conduct required bulky exhibit examinations. In compliance with SAC's

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instructions, she would compare her bulky exhibit tickler cards against the files to which they related for the purpose of determining which exhibits could be disposed of. Miss [] stated that, on a semi-annual basis and in some cases more frequently, she would make an actual physical check of the bulky exhibits to determine if they were available and intact. In conducting the latter operation, Miss [] would prepare a list of file numbers for which she had bulky exhibit tickler cards. She would then proceed to the several places within the office where bulkies are maintained, namely the cabinets, vault and lockers, and she would check a particular bulky back against her list and indicate by check mark the fact that a bulky exhibit for a particular case was located in either a drawer, cabinet or vault. Miss [] stated that the finding of an exhibit in a particular case would satisfy her requirements and that upon a review of her check-off list and finding at least one check mark opposite each file number, she would conclude that the exhibits were intact. Miss [] further stated that during the times when she conducted her physical examination of the bulky exhibits, she at no time visited the safe with a view to determine that the money exhibit in the Schevchenko case was located therein. Miss [] stated that she now regards her bulky exhibit check as inadequate and not designed to make a complete accounting for all bulky exhibits reflected on the tickler cards maintained by her.

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F. Search of Entire Office

During the special inquiry, Mr. Naughten directed a complete physical search of the space and contents, including an examination of every article of furniture, every file including exhibits in the file, the safe, the vault, the store-room, and a thorough examination of the contents of all bulky exhibits. The search was negative.

II. Personnel Interviews

The employees assigned to Buffalo at the time of the inspection and available there were all interviewed. Where pertinent comments were obtained they have been set forth above. In addition, though the case files failed to indicate in any way that individuals still employed by the Bureau, but no longer assigned to Buffalo, had anything to do with either the exhibit or the case files, all such have been contacted with negative

results with the exception of SA's Edwin F. Dooley and Leo J. Kennedy. The results of the investigation of these two in Washington are set forth above.

No attempt has been made to contact former Bureau employees since it is not believed that this would be desirable.

III. Contacts with other Offices

The Bureau advised Buffalo on 8/22/51 of the negative search of pertinent files at the Bureau as to the missing exhibit. In addition, New York, Philadelphia, and San Francisco Offices, all of whom had investigative interests in either the Comrap or Schevchenko cases, were consulted. Each advised of the negative results of the search of the files, the exhibits relating to the files, the office safe, and any safe deposit boxes in those cities.

IV. Inspector M. E. Gurnea's Inspection 11/16-26/49

Inspector Gurnea, now deceased, conducted an inspection of the Buffalo Office on the above dates. This report contains no reference to instant exhibit.

V. Inspector Quinn Tamm's Inspection 10/3-16/50

Inspector Quinn Tamm inspected the Buffalo Office on the above dates. His memorandum for the Director dated 10/19/50, setting forth the results of the inspection, does not contain any mention of the conditions under which the safe was maintained. An Administrative memorandum was prepared by SA Roy W. Reger relating to the physical condition and maintenance of the office but fails to contain any reference to the safe. The conditions found in Buffalo as to the safe during the special inquiry were also in existence during Mr. Tamm's inspection.

Mr. Tamm did not recall specifically which of the Inspector's aides was charged with the inspection of the safe. He points out, however, that consistent with the Director's memorandum for the Inspectors dated 3/20/50, that in the absence of any specific mention pointing to adverse or unusual conditions that nothing unusual concerning the safe was noted during the

inspection. Mr. Tamm's summary of inspection points out that 25 bulky exhibits were examined with no delinquencies found. This indicates a spot checking of the bulky exhibits. There is no reference in the Administrative memoranda, case writeups, or summary as to the exhibits in instant matter.

Also pointed to is the provision in the Inspectors' Handbook, Section D 8, heretofore calling for the examination of exhibits received immediately preceding the inspection. Further, that it was not necessary to examine exhibits further back than those received the preceding six months.

SA Roy W. Reger, now assigned to Pittsburgh, was assigned to assist Inspector Quinn Tamm in the above inspection. Reger prepared a memorandum during the inspection dated 10/6/50, captioned "Maintenance of Office." This Administrative memorandum contains no reference to the safe. The Inspectors' Handbook, A 3, relating to physical maintenance of the office, specifically points out and has for many years that all rooms and offices including . . . safes . . . should be inspected. It is clear that it was their responsibility to determine the physical condition and maintenance of the safe.

SA Reger advises that he has no recollection of having inspected the safe but probably did inspect the safe as to physical condition and maintenance. He assumes that the condition and maintenance must have impressed him as being satisfactory if it was not the subject of comment in the Administrative memorandum. This was his first inspection and he says that he has always made it a practice to follow specifically the Inspectors' Manual of Instructions.

FBI - IDENTIFICATION DIVISION - PRODUCTION RECORD

$$|14\rangle \quad \begin{array}{c} \text{2} \\ \text{1} \end{array} \left| \begin{array}{c} \text{U} \\ \text{U} \end{array} \right| \quad \underline{1 \left| \begin{array}{c} \text{UCT} \\ \text{U} \end{array} \right| 21}$$

GR.	TITLE	SECTION	SHIFT
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DATE _____

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE
947	ANNUAL LEAVE		3400	
995	SUPERVISION		13200	

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS	

[illegible]

COMMENTS BY IMMEDIATE SUPERVISOR

SIGNATURE OF IMMEDIATE SUPERVISOR

FBI - IDENTIFICATION DIVISION - PRODUCTION RECORD

GAMM QUINN

14

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SEP 51

NAME _____

GR.

TITLE

SECTION

SHIFT

DATE _____

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE
947	ANNUAL LEAVE		100	
995	SUPERVISION		18300	

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS	

[illegible]

COMMENTS BY IMMEDIATE SUPERVISOR.

74 OCT 27 1951

1. S. RATING

FINAL RATING

SIGNATURE OF IMMEDIATE SUPERVISOR

Copy

OFFICE MEMORANDUM • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: October 8, 1951

FROM : W. R. BLAVIN

SUBJECT:

With reference to the Director's instructions to me concerning the possibility of increasing the salaries of Messrs. Mohr, Quinn Tamm, Callahan, and Parsons from Grade GS-14 to Grade GS-15, I had opportunity of discussing this matter informally with Mr. Spillman of the Classification Section of the Civil Service Commission and he stated that in the event the various Assistant Director positions were approved as presently set up in the Bureau's appropriations act, he saw no reason whatsoever for any difficulty being experienced in reallocating the Number One Man positions from Grade GS-14 to GS-15.

WRG:JC

OCT 10 1951

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

FROM : W. R. Glavin

SUBJECT:

DATE: 1-14-52

Tolson ✓
Ladd
Clegg
Glavin
Nichols
Rosen
Tracy
Harbo
Belmont
Mohr
Tele. Room
Nease
Gandy

This morning I discussed at some length with Mr. John Dirks of the Civil Service Commission the matter of reallocating certain positions in the Bureau. I asked him specifically concerning the position of Mr. Quinn Tamm, who is in a Seat of Government position as Chief of the Identification Division in Grade GS-14.

I pointed out to Mr. Dirks that the Assistant Director of the Identification Division is now in Grade GS-17. I felt that it would be proper to reallocate Quinn Tamm, second in command, to Grade 15. Mr. Dirks stated that it was his informal opinion that the Commission would not object to such a reallocation. In view of this fact the appropriate papers will be prepared to go forward in this particular case. The statement of duties of Mr. Quinn Tamm, which will be forwarded to the ~~Commission~~ Department, ~~is~~ attached hereto.

For your further information, my contact was made with Mr. Dirks in view of the fact that Mr. Spillman has been out ill for an extended period of time.

WRG:cr

Attachment

✓ Detached
Class Unit

OK.
K.

Copy of pos desc
sent to Dir of Class
Office 1-16-52
ccw-prom.
1-17-52
jw/mja

RECORDED

67-1651-246

Transferred
1-17-52
jw/mja

JAN 23 1952

File
Burt

41
JAN 28 1952

Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: 1-8-52

FROM : CLYDE TOLSON

SUBJECT: QUINN TAMM
 Inspector in Charge
 Identification Division
 REALLOCATION

Tolson _____
 Ladd _____
 Clegg _____
 Glavin _____
 Nichols _____
 Rosen _____
 Tracy _____
 Harbo _____
 Belmont _____
 Mohr _____
 Tele. Room _____
 Nease _____
 Gandy _____

Mr. Tamm is presently in Grade GS-14, \$10,200 per annum as the Inspector in Charge of the Identification Division. He is the #1 Man to Mr. Tracy and operates the Identification Division in Mr. Tracy's absence. When Mr. Tracy is present, he has full charge of the technical aspects of the Identification Division work.

There is attached a permanent brief of Mr. Tamm's file which reflects he entered on duty as a clerical employee on December 3, 1934 and was appointed to the position of Special Agent on April 21, 1936. He is 41 years of age, married and has one child. He is a legal resident of Chevy Chase, Maryland and he has no office of preference. He has a Bachelor of Science Degree.

I feel that Mr. Tamm's position should properly be allocated to Grade GS-15. Mr. Tamm presently occupies a classified job on the Departmental rolls rather than on the Field rolls which will mean a new description of his duties must be prepared by the Administrative Division. It is felt that the Administrative Division should secure an informal opinion from the Civil Service Commission as to the reallocation of this position before final approval is given it by the Bureau. In the event we are informally advised by our contacts in the Civil Service Commission that Grade GS-15 is the proper allocation for Mr. Tamm's position the position could then be approved and a copy of the new description sheet would be transmitted to the Department for its files.

RECOMMENDATION

I recommend that Mr. Tamm be reallocated to Grade GS-15, \$10,800 per annum as Inspector in Charge of the Identification Division.

CT:DW

Memo for [unclear]
 1/15/52
 20 JAN 28 1952

OK.
 H.

Letter & Transposed Prepared 1-15-52 [unclear]

65-31621-267

10 JAN 23 1952

File [unclear]

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vm*FROM : Mr. S. J. Tracy *SV*SUBJECT: QUINN TAMM
INSPECTOR
IDENTIFICATION DIVISION

DATE: January 25, 1952

Tolson	_____
Ladd	_____
Clegg	_____
Glavin	_____
Nichols	_____
Robert	_____
Tracy	_____
Harbo	_____
Alden	_____
Belmont	_____
Laughlin	_____
Mohr	_____
Tele. Room	_____
Nease	_____
Gandy	_____

This is to advise that the wife of the above-named employee gave birth to a baby boy this morning. The baby weighed 6 pounds 9 ounces. Mrs. Tamm and the baby are at George Washington University Hospital and both are doing fine. The baby will be named

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SJT:edm

*File checked up to date
letter sent 1-30-52
cw/acpt*

20 FEB 5 1952

RECORDED - 22

62-1051-268
64
JAN 26 1952
IDENTIFICATION DIVISION

Sw

Office Memorandum • UNITED STATES GOVERNMENT

TO : ^{C.S.}MR. ~~TRACY~~ *MC*
 FROM : *Quinn/Tamm* *EW*
 SUBJECT: ERRONEOUS IDENTIFICATIONS

DATE: December 13, 1951

The present Bureau policy with regard to erroneous identifications provides that a searcher in the Technical Section who makes an erroneous identification receive a letter of censure. At the time of a second erroneous identification, the searcher automatically receives a five day suspension. In the case of a third missed identification, consideration is given to the removal of the employee from fingerprint work and demoting him in salary.

Because of the large volume of identifications presently being handled in the Identification Division and because of the fact that a high percentage of these identifications are effected in Card Index, the Identification Division has had in effect for a considerable period of time, a squad of Grade 5 fingerprint employees assigned to the Assembly Section who handle nothing but identifications which have been made by name in the Card Index Section. This so-called "ident squad" is set up in order to bypass the fingerprint search in the Technical Section and expedite the answer. Employees assigned to this work handle an average of 280 identifications a day, or 1400 identifications a week, approximately 70,000 a year. This consists of identifying the current fingerprint card with the top fingerprint card in the jacket without a technical search. The identification is then verified by the Assembly Verifiers. In contrast to this type of identification work, which is the original identification made of the two sets of fingerprints, a fingerprint searcher on the cabinets handles the normal daily routine work and will not make an average of more than 12 identifications a day or 60 a week. From these figures, it is obvious that the casualty return on erroneous identifications could be extremely high on the ident squad because of the number of identifications handled during the course of a week. It is, therefore, recommended that consideration be given to a change in the erroneous identification penalties.

RECOMMENDATION:

1. That the same penalty system pertaining to erroneous identifications which is now in effect, remain in effect for the cabinet searchers.

2. That those employees who are handling straight identification work on the ident squad

QT/jl

443-7351

WA
pic

MEMORANDUM TO MR. TRACY
From Quinn Tamm
RE: ERRONEOUS IDENTIFICATIONS

December 13, 1951

in Assembly receive a letter of censure when they make their third erroneous identification within a calendar year. That upon the commission of a fourth error of this type they be removed from this type of fingerprint work which is Grade 5, and be reduced to Grade 4 and assigned to straight cabinet searching.

3. That the same penalty system which is in effect at the present time continue to apply to the Assembly Verifiers.

U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED
BUDGET BUREAU NO. 50-R064

Prepared by: *abk*
Checked by: *jujwjs*
Filed

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR. - MISS - MRS. - FIRST - MIDDLE INITIAL - LAST) MR. QUINN TAMM		2. DATE OF BIRTH 8-10-10	3. JOURNAL OR ACTION NO. F.B.I. 15923	4. DATE 1-13-52
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) PROMOTION		6. EFFECTIVE DATE 1-20-52	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A Part 6.103 (E)	
FROM		TO		
INSP. Insp. (Chf. Ident. Div.) GS 15 CDC 486 \$10,200 per annum Div. One Ident. Div. D. C.		8. POSITION TITLE		
		9. SERVICE, GRADE, SALARY	same GS 15 \$10,800 per annum	
		10. ORGANIZATIONAL DESIGNATIONS	same same same	
		11. HEADQUARTERS		
☐ FIELD ☒ DEPARTMENTAL		12. FIELD OR DEPT'L	☐ FIELD ☒ DEPARTMENTAL	
13. VETERAN'S PREFERENCE			14. POSITION CLASSIFICATION ACTION	
NONE ☒ 5 PT. ☐ 10 POINT ☐ WWII ☐ WWI ☐ OTHER ☐ DISAB. ☐ WIFE ☐ WIDOW ☐			FBI #52-D-14 Vacancy - Approved by FBI 1-13-52.	
15. SEX X	16. RACE same	17. APPROPRIATION S. & E., FBI FROM: TO:		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) yes
		19. DATE OF OATH (ACCESSIONS ONLY)		20. LEGAL RESIDENCE Maryland
REMARKS The provisions of the Universal Military Training and Service Act of 1951 have been complied with. This promotion is temporary in accordance with Public Law #843, approved 9-27-50. The classification grade of this position is subject to post-audit and correction pursuant to Section 1316 of the Supplemental Appropriation Act, 1952x - Public Law #253, approved 11-1-51.				
SIGNATURE OR OTHER AUTHENTICATION <i>jujwjs</i> 59 FEB 8 1952 1952				

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

0

Name of Employee: Quinn Tamm

Where Assigned: Identification
(Division)

(Section, Unit)

Payroll Title: Inspector

Rating Period: from April 1, 1951 to March 31, 1952

ADJECTIVE RATING: Satisfactory
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

QT

Rated by:

Stanley Tracy
Signature

Assistant Director 3/31/52
Title Date

Reviewed by:

W. J. Glavin
Signature

Title Date

Rating approved by:

W. J. Glavin
Signature

ASSISTANT DIRECTOR

Title Date

APR 15 1952

RECORDED
TYPE OF REPORT

(x) Official
(x) Annual

() Administrative
() 60-day
() Transfer
() Separation from service
() Special

29

92 APR 17 1952

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Quinn TammTitle InspectorRating Period: from 4/1/51 to 3/31/52

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

- Rate items as follows:
- + Outstanding (exceeding excellent and deserving special commendation).
 - ✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
 - Unsatisfactory.
 - No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- | | |
|--|---|
| <ul style="list-style-type: none"> <u>+</u> (1) Personal appearance. <u>+</u> (2) Personality and effectiveness of his personal contacts. <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). <u>+</u> (4) Physical fitness (including health, energy, stamina). <u>+</u> (5) Resourcefulness and ingenuity. <u>+</u> (6) Forcefulness and aggressiveness as required. <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives. <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. <u>+</u> (9) Planning ability and its application to the work. <u>+</u> (10) Accuracy and attention to pertinent detail. <u>+</u> (11) Industry, including energetic consistent application to duties. <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application. _____ (14) Technical or mechanical skills. _____ (15) Investigative ability and results: <ul style="list-style-type: none"> _____ (a) Internal security cases _____ (b) Criminal or general investigative cases _____ (c) Fugitive cases _____ (d) Applicant cases _____ (e) Accounting cases _____ (16) Physical surveillance ability. | <ul style="list-style-type: none"> <u>+</u> (17) Firearms ability. _____ (18) Development of informants and sources of information. <u>✓</u> (19) Reporting ability: <ul style="list-style-type: none"> _____ (a) Investigative reports _____ (b) Summary reports <u>✓</u> (c) Memos, letters, wires (Consider: _____ conciseness; _____ clarity; _____ organization; _____ thoroughness; <u>✓</u> accuracy; _____ adequacy and pertinency of leads; _____ administrative detail.) _____ (20) Performance as a witness. <u>+</u> (21) Executive ability: <ul style="list-style-type: none"> <u>+</u> (a) Leadership <u>+</u> (b) Ability to handle personnel <u>+</u> (c) Planning <u>+</u> (d) Making decisions <u>+</u> (e) Assignment of work <u>+</u> (f) Training subordinates <u>+</u> (g) Devising procedures <u>+</u> (h) Emotional stability <u>+</u> (i) Promoting high morale <u>+</u> (j) Getting results _____ (22) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> _____ (a) As leader _____ (b) As participant <u>+</u> (23) Organizational interest, such as making of suggestions for improvement. <u>+</u> (24) Ability to work under pressure. _____ (25) Miscellaneous. Specify and rate: _____ |
|--|---|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Inspector-in-Charge of Identification Division

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Administrator, Executive, Instructor, and Speaker.

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: Satisfactory

Outstanding, Satisfactory, Unsatisfactory

QUINN TAMM
INSPECTOR - GS-15

Inspector Quinn Tamm is responsible for all technical work in the Identification Division. He has demonstrated over the years that he possesses administrative and executive qualifications to an outstanding degree. He is an outstanding instructor and Bureau speaker and continues to perform his assignments in a highly commendatory manner.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. S. J. TRACY

FROM : Quinn Tamm

SUBJECT: IDENTIFICATION DIVISION
SUPERVISORS' OVERTIME
MARCH, 1952

DATE: April 16, 1952

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Tele. Room _____
Nease _____
Gandy _____

In accordance with the request of the Chief Clerk's Office, there is set forth below the overtime for the official and supervisory staff of the Division for the month of March, 1952:

NAME	Number of Days Worked	TOTAL Regular Overtime		Average	
		Hours	Minutes	Hours	Minutes
S. J. X Tracy 100	20	77	55	3	53
Q. X Tamm 100	18	46	0	2	33
G. X Hottel 86	17	47	45	2	48
R. C. X Anderson 84	23	35	20	1	32
G. J. X Engert 86	21	39	15	1	51
A. F. X Hodgins 100	13	29	05	2	14
AVERAGE	112	275	20	2	27

QT:ld

443-1416

RECEIPT FOR GOVERNMENT PROPERTY
 FEDERAL BUREAU OF INVESTIGATION
 UNITED STATES DEPARTMENT OF JUSTICE

3-22-52

I certify that I have received the following
 Government property for official use:

NEW TECHNICAL SECTION MANUAL # 2
 * * * * *
 (OLD TECHNICAL SECTION MANUAL # 203 RETURNED AND DESTROYED,
 3-22-52)

ALPHABETICAL

F 214

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

WRG

PER

Very truly yours,

Quinn Tamm
 Quinn Tamm



**United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.**



Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 3-28-52
Address 3207 Coquelin Terrace, Chevy Chase, Maryland

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Mrs. Ora Belle P. Tamm Relationship Wife Date 3-28-52
Address 3207 Coquelin Terrace, Chevy Chase, Maryland

Very truly yours,

J. Edgar Hoover
Special Agent

74
MAR 30 1952
JH

1952

34

FBI - IDENTIFICATION DIVISION - PRODUCTION RECORD

TAMM QUINN 14 002 F O 1 MAR 1952 19200
NAME GR. TITLE SECTION SHIFT DATE

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE	
984	SATURDAY LEAVE				300
995	SUPERVISION		177 00		17700
997	ANNUAL LEAVE		8 00		800
998	SICK LEAVE		4 00		400

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS	

PRO- DUCTION	ACCURACY	OBSER- VATION	DEPEND- ABILITY	INDUSTRY	TECHNICAL SKILL	ATT'N TO DETAILS	ATTITUDE TOWARD WORK	COOPER- ATION

COMMENTS BY IMMEDIATE SUPERVISOR _____

54
 APR 01 1952

[Handwritten signature]

63
Quinn Tamm

MR. TOLSON

February 25, 1952

Mr. S. J. Tracy

PERSONNEL ADVANCEMENT

Reference is made to SAC Letter No. 121, Series 1951, concerning those Special Agents who should be considered on a long-range basis for development as administrators and executives in the Bureau. There are attached to the Identification Division the following Agent personnel:

1. Special Agent G. J. Engert - GS-13

This employee is a highly skilled technical fingerprint man whose entire career of service has been in the Technical Section of the Identification Division. He is a highly skilled technician; however, in view of his many years of training and experience in one particular field, it would not be desirable to consider him for any position in any other part of the Bureau.

2. Special Agent (A) R. C. Anderson - GS-13

This employee is an outstanding accountant, mentally alert, intelligent, and particularly capable in handling procedures in cost accounting and administrative matters. He would, in my opinion, make an outstanding inspector and I have heard many favorable comments concerning his work as an Inspector's Aide. He should be considered for assignment to the Training and Inspection Division on a permanent basis.

3. Special Agent Arthur F. Hodgins - GS-13

This Special Agent is new in the Identification Division and his duties are those of a Personnel Assistant. He has not been under my supervision sufficiently long for me to recommend him for future administrative or executive work.

ORIGINAL FILED IN 67-447-1381

SJT:edm

67
20 MAR 19 1952

Memorandum for Mr. Tolson

February 28, 1952

4. Special Agent Guy Hottel - GS-14

This Agent has been in the Bureau's service for many years and for a long period of time was Special Agent in Charge at the Washington Field Office. After his removal as Special Agent in Charge, he was transferred to the Identification Division. I do not believe, therefore, he should be recommended at this time for development as an administrator or executive in the Bureau's service.

~~Inspector Quinn Tamm~~ is already an executive and administrator in the Bureau in Grade GS-15. Mr. Tamm would be highly capable, in my opinion, as a Special Agent in Charge of a small Bureau field office.

Attention is called to the favorable reports submitted on Special Agents [redacted] and Joseph M. O'Connor, who recently transferred from the Identification Division to the Washington Field Office. Both of these Agents possess executive and administrative ability to a high degree and definitely should be considered on a long-range basis for development as administrators and executives in the Bureau.

b6
b7c

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *Vm*
 FROM : H. H. Clegg *HHC*
 SUBJECT: ERRONEOUS IDENTIFICATIONS
 "IDENT SQUAD"

DATE: 2/5/52

In accordance with the Director's instructions, I had Inspector J. A. Sizoo inquire into the matter of the penalty system for Identification Division personnel assigned to the "Ident Squad."

PROBLEM:

In the attached Executives Conference memorandum dated 1/24/52, Mr. Tracy recommends a change in the manner in which employees of the "Ident Squad" are penalized in the event of erroneous identifications. The penalty system now in effect is: (a) the first error results in a letter of censure; (b) a second error within one year results in five days' suspension; and (c) the third error results in removal of the employee from fingerprint work or other severe administrative action, depending on the facts. Mr. Tracy recommends: (a) no action on the first two errors; (b) a letter of censure on the third error; and (c) removal from the "Ident Squad" and demotion to Grade GS-4 fingerprint work on the fourth error. The penalty system with reference to "missed identifications," as distinguished from "erroneous identifications" is not at issue and is not discussed herein.

"IDENT SQUAD"

The "Ident Squad" is composed of approximately 8 GS-5 special searchers. When an incoming print is tentatively identified in card index on the basis of name, with a previous fingerprint record of an individual having an FBI number and jacket, the incoming print, together with the jacket, is sent to the "Ident Squad" for technical comparison. If the tentative ident is made with a previous arrest of an individual having only one prior fingerprint card, the current card is sent to the Technical Section for comparison with the master by a regular cabinet searcher. Assignment of employees to the "Ident Squad" is on a rotation basis, 1 month at a time. When not assigned to this squad, they are engaged in Grade 5 special searching in the cabinets. Assignment to this squad for most of the special searchers, which now number approximately 87, will occur about twice a year. This squad was created about 2 months ago. Each employee handles an average of slightly more than 300 fingerprint jackets each day.

JAC:SHW

2/11/52 2/11/52

2/11/52

Approximately 20 a day are found to be not ident. The balance of approximately 280 are identified by the "Ident Squad" employee and sent to the Assembly Verifiers for a final check. Since each comparison is a probable ident, based on the name and other information appearing on the index card, and a large number of special comparisons are made in a day, a great ^{degree of} concentration by the employee is necessary. The errors which occurred from time to time are not caused by the lack of technical skill of the employee but by momentary distractions, momentary mental lapse or carelessness. Four erroneous identifications have occurred since this squad was created 2 months ago. While figures are not available, it was stated that more errors were caught by Assembly Verifiers when these comparisons were made at the cabinets. Until 2 months ago, probable identifications of this type were sent to the cabinets by Card Index and the comparison was made at the cabinets. At that time approximately 100 identifications per GS-5 employee were made each day.

POSSIBLE GAIN

The relaxation of the penalty rule against employees assigned to the "Ident Squad" may result in: (1) increased production; (2) improved morale and (3) possible reduction in loss of personnel. In discussing this problem with Identification Division personnel, including 3 employees now assigned to the "Ident Squad," the opinion was expressed that the suggested change will result in increased production. One of the employees assigned to this work differed, however, stating that he doubted if his production would be affected. It was also stated that this change would result in improved morale; that some employees felt the penalties for the second and third errors were severe. All agreed there was no excuse from a technical point of view for the error and that such errors were of a serious character. It was the general feeling that the third error automatically resulted in the removal of the employee from fingerprint work. This results in the employee's assignment to Grade GS-3 clerical work or a reduction of 2 grades. This was cited as severe on a man who might have established a good record for accuracy over a period of many months or even years subsequent to his second error. In this connection, it might be stated that the pertinent portion of the Technical Manual reads: "For the third erroneous identification, consideration will be given for removing the employee from fingerprint work or severe administrative action will be taken, depending upon

"the facts and circumstances of the erroneous identification." It is believed that this language allows for the retention of an employee in fingerprint work, if this would best serve the Bureau's interest.

POSSIBLE LOSS

Mr. Tracy feels that the Bureau has something to gain and nothing to lose by this change in procedure. He pointed out that the Assembly Verifier stands behind the identifications of the "Ident Squad" as well as those of the regular cabinet searchers. He feels that the Assembly Verifiers should continue under the present penalty as should also the regular cabinet searchers. It is believed that this change might result in: (1) slowing up the work of the Assembly Verifiers (they may feel they must give more attention to each ident. Assembly Verifiers now handle approximately 1,000 identifications per day each); or (2) the creation of possible inequity between penalties against "Ident Squad" personnel and regular cabinet searchers; and (3) the greater possibility of error.

DIFFERENCE BETWEEN "IDENT SQUAD" AND REGULAR CABINET SEARCHERS

No change has been recommended as to the manner in which regular cabinet searchers are penalized in the event of an erroneous identification. Mr. Tracy feels that the greater volume of identifications made by the "Ident Squad" (280 per employee per day, as compared to 12 per regular searcher per day) justifies a material relaxation of the penalty system as applied to the "Ident Squad." There is a greater possibility of error based on volume alone. Furthermore, the making of identifications by the "Ident Squad" is a regular routine thing, 35 per hour or approximately 1 every half minute. The regular searchers make approximately 12 per day. Because they are less infrequent, Mr. Tracy feels the possibility of an error is less. It should also be pointed out, however, that the "Ident Squad" employees are in GS-5 while regular searchers are GS-4. The GS-5 employees are assigned to the "Ident Squad" only 2 months out of 12 on the average. These are the employees who are attempting to qualify for the GS-6 Assembly Verifier positions.

CONCLUSION:

It is not believed a material difference in penalties should be made between the "Ident Squad" and regular searchers. The error is equally serious. The responsibilities of the "Ident Squad" are greater and this is taken care of by an increase in one grade.

The next regular inspection will include a study of the adequacy of the entire penalty system.

RECOMMENDATION:

That no change be made in the penalty system of the "Ident Squad" at this time.

I certainly agree
H.C.

J.P.

FBI - IDENTIFICATION DIVISION - PRODUCTION RECORD

TAMM QUINN

14 002

F O

1

|FEB 1952

NAME _____

GR.

TITLE

SECTION

SHIFT

DATE _____

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE
931	EXAM AND SP MISC		8 00	
995	SUPERVISION		142 00	
997	ANNUAL LEAVE		10 00	

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS	

[illegible]

COMMENTS BY IMMEDIATE SUPERVISOR.

14 MAR 18 1952

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

77
February 28, 1952

I certify that I have received the following
Government property for official use:

1 SFPS Manual of Instructions, #18.

ALPHABETICAL

READ

1 APR 3 1952

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE
WRG

PER *RPS*

76 APR 9 1952

Very truly yours,

Quinn Tamm
Quinn Tamm

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

February 28, 1952

7
I certify that I have ^{returned}~~received~~ the following

Government property for official use:

SFPS Manual #3.

ALPHABETICAL

MAR 3 1952

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE
WRG

PER *RLH*

Very truly yours,

Quinn Tamm
Quinn Tamm
ISA

7645.9 1952

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

1-10-52

I certify that I have received the following Government property for official use:

~~returned~~

SUPERVISOR'S MANUAL # 22
(issued Jan. 2, 1952)

RETURNED

SUPERVISOR'S MANUAL # 22 ✓
(issued Aug. 21, 1950)

ALPHABETICAL

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE
WRG

PER EAB

Very truly yours,

Q. Tamm
Q. Tamm

30 MAR 7 1952

FBI - IDENTIFICATION DIVISION - PRODUCTION RECORD

TAMM QUINN

02

1

JAN 1952

GR.	TITLE	SECTION	SHIFT
-----	-------	---------	-------

DATE _____

JOB #	JOB DESCRIPTION	UNITS	TIME	AVERAGE
947	ANNUAL LEAVE		49 00	
995	SUPERVISION		127 00	

UNITS PER HOUR	ERRORS	% ERROR	NET UNITS	

[illegible]

COMMENTS BY IMMEDIATE SUPERVISOR:

FINAL RATING

SIGNATURE OF IMMEDIATE SUPERVISOR

January 30, 1952

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Quinn:

I have received the
good news of the arrival of
your son and I want to extend
to Mrs. Tamm and to you my
heartly congratulations.

I know you must be
very happy and I do hope that
the future will hold in store
for Thomas an abundance of good
things, among which will be
health, happiness, and pros-
perity.

Sincerely,
J. Edgar Hoover

RECEIVED - CIVIL ROOM

JAN 30 2 52 PM '52

CC: Mr. Tracy (P&C)

67-37651-268

CV:aap

aap

✓

RECEIVED - DIRECTOR
JAN 30 5 13 PM '52
U. S. DEPT. OF JUSTICE

COMM - FBI
JAN 30 1952
MAILED 18

20 FEB

olson _____
add _____
ichols _____
elmont _____
legg _____
levin _____
arbo _____
deen _____
racy _____
ohr _____
elo. Ro. _____
sage _____
indy _____

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

CC-270
(1-1-50)

NAME TAMM, Quinn AGE 41 YEARS, 10 MONTHS
NATIVITY (state of birth) Wash. MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 2
FAMILY HISTORY Father died of pneumonia, age 53.
Mother died of virus infection liver, age 63.

HISTORY OF ILLNESS OR INJURY Rheumatic fever, age 17. Three cyst operations, last 1940
Childhood diseases.

HEAD AND FACE N

EYES: PUPILS (size, shape, reaction to light and distance, etc.) N

DISTANT VISION RT. 20/ 30, corrected to 20/ 20

LT. 20/ 20, corrected to 20/ 20

COLOR PERCEPTION AOC 1940 Normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS No

EARS: HEARING RT. WHISPERED VOICE /15' CONVERSATIONAL SPEECH 15 /15'

LT. WHISPERED VOICE /15' CONVERSATIONAL SPEECH 15 /15'

DISEASE OR DEFECTS No

NOSE N

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES N

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS N

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH #1, 3, 12, 16, 17, 19, 30, 32

NONVITAL TEETH

PERIAPICAL DISEASE

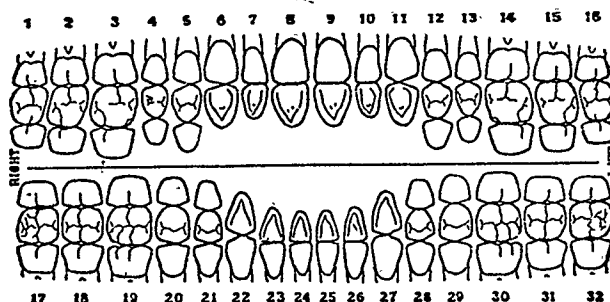
MARKED MALOCCLUSION

PYORRHEA ALVEOLARIS

TEETH REPLACED BY BRIDGES #12

DENTURES Partial repl. #12 overlaps cusped on

REMARKS D. L. surfact. Maxillary torus on
palatal area.



S. A. Grady Cdr DC USN

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE S. Obese

TEMPERATURE N

CHEST AT EXPIRATION 40

HEIGHT 71 1/2

CHEST AT INSPIRATION 37 1/2 - 270 43

WEIGHT 203

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 36 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE No

SKIN, HAIR, AND GLANDS N

NECK (abnormalities, thyroid gland, trachea, larynx) N

SPINE AND EXTREMITIES (bones, joints, muscles, feet) N

88-11118-1052

THORAX (size, shape, movement, rib cage, mediastinum) N
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. N X ray neg. 29000 I

CARDIO-VASCULAR SYSTEM Grade I mitral systolic murmur, NCD
HEART (note all signs of cardiac involvement) ECG * normal

PULSE: BEFORE EXERCISE	<u>80</u>	BLOOD PRESSURE: SYSTOLIC	<u>138</u>
AFTER EXERCISE	<u>90</u>	DIASTOLIC	<u>84</u>
THREE MINUTES AFTER	<u>80</u>		
CONDITION OF ARTERIES	<u>Good</u>	CHARACTER OF PULSE	<u>*neg.</u>
CONDITION OF VEINS	<u>"</u>	HEMORRHOIDS	<u>No</u>

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) N

GENITO-URINARY SYSTEM N
URINALYSIS: SP. GR. 1.015 ALB. Neg. SUGAR Neg. MICROSCOPICAL Neg.
VENEREAL DISEASE No

NERVOUS SYSTEM N
(organic or functional disorders)
ROMBERG N INCOORDINATION (gait, speech) No
REFLEXES, SUPERFICIAL N DEEP (knee, ankle, elbow) N TREMORS No
SEROLOGICAL TESTS Kahni neg. BLOOD TYPE "A2" Rh +
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries)

SMALLPOX VACCINATION: DATE OF LAST VACCINATION
TYPHOID PROPHYLAXIS: NUMBER OF COURSES
DATE OF LAST COURSE
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE
Pilonidal cystectomy scar, NCD

SUMMARY OF DEFECTS Mitral systolic murmur, NCD; corrected vision OD

CAPABLE OF PERFORMING DUTIES INVOLVING Strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)

DATE OF EXAMINATION 6/13/52
EMPLOYEE'S INITIALS

H. E. Taylor Lt.
21 June '52

OFFICE MEMORANDUM UNITED STATES GOVERNMENT

TO : The Director

June 30, 1952

FROM : H.H. Clegg

SUBJECT: SUMMARY OF INSPECTION
IDENTIFICATION DIVISION

The Identification Division was inspected by Mr. F.D. Vechery, April 1 to June 5, 1952, assisted by Special Agents Otho A. Ezell, August B. Fipp, Robert A. Garvey, William H. Jahn, William Johnson, George F. Mesnig, George M. Peet, Orville R. Talburt, and Dick H. Young.

PHYSICAL CONDITION AND MAINTENANCE

Physical Organization

Survey of Space - There is approximately 10,224 square feet of excess space assigned to the Identification Division which for the most part is utilized as office space. It is the present plan of the Identification Division to use this space for future expansion. A recent survey of space requirements of other Bureau Divisions by Inspector J.S. Egan indicated that there is no urgent need at this time for utilization of the available space in the Identification Building since the space is scattered on all floors.

PHYSICAL MAINTENANCE

Security Patrol Guard Force - It was determined that the security patrol guard force costing \$25,575 annually is an unnecessary function so far as the use of Bureau personnel is concerned. During the inspection, the security patrol was reduced, thus saving \$15,345 annually. There are three Bureau employees still assigned to the security patrol duties, which function, if assumed by GSA would save the Bureau an additional \$10,230 annually. The Inspector recommended that the Bureau continue to request GSA to assign three additional guards to the Identification Building. Mr. Tracy agreed.

Security of Safes - The combination to the safe in Inspector Quinn Tamm's office had not been changed since 1945. No written record was maintained as to when the combination to the safe in the Personnel office had last been changed. Mr. Tracy followed the Inspector's instruction and had the combinations on the safes ordered changed and appropriate ticklers were set up so that action would be taken to change the combinations each year.

FDV:arg

cc: Mr. Glavin
Mr. Tracy

Copy

Justice Credit Union Employee - Location of the desk used by the Credit Union employees in the first floor lobby was changed during the inspection to afford greater security.

Physical Condition - Obsolete Bureau forms were maintained in supply cabinets; file drawers, supply cabinet shelves in some instances were not properly labeled; Bureau property such as typist's chairs and desk lamps were in need of repair and one fire extinguisher had not been checked for two years. The skylight over the Typing Section causes a glare and the condition should be studied by a lighting expert. Instructions were issued that these delinquencies be corrected. Mr Tracy stated this will be done.

Telephones - An outside line on a telephone located in one of the student classrooms in not needed for official business and was removed during the inspection.

Bureau Automobile - The only automobile assigned to the Identification Division was in a dirty condition, the flashlight out of order, an accident form not available, and the base of the jack missing.

PENDING WORK

The situation as to the amount of pending work was found to be satisfactory. No unusual delinquencies were noted and with the exception of the stenographers, all sections appear to have a constant and equitable volume of work. The number of stenographers assigned was determined to be excessive for the amount of stenographic work handled. The reduction of six stenographers was recommended, an annual salary savings of approximately \$19,050. The Administrative Division was advised as to the identity of the stenographers available for transfer to other Divisions. It was recommended that the Steno Pool be abolished. Mr. Tracy stated it will be abolished.

FINGERPRINT OPERATIONS

Recording Section

International Exchange Desk Correspondence and Disposition Follow-Ups - Signature letters instead of form letters were being used to advise foreign countries cooperation in the international exchange of the results of the searches of fingerprints through the Identification records. A suitable form letter will be prepared by Mr. Tracy and submitted to the Bureau for approval. Disposition of arrest requests made of United States agencies for foreign countries were being followed unnecessarily. This procedure was discontinued.

Monthly Statistical Report - The preparation of a special monthly statistical report entitled "Delinquency in the Identification Division" which was found to contain the same figures as those set forth in the regular monthly delinquency report was eliminated.

Card Index Section -

Misfiled Index Cards - 9,835 noncriminal index cards were checked of which 96 were found to be misfiled, a percentage of .97 of 1%, a low figure. 10,056 criminal index cards were checked of which 49 were misfiled, a percentage of .48 of 1%, a low figure. The criminal files will be checked for misfiles as soon as personnel is available for assignment to such a project.

Errors - Errors were not being routed to the error desk in all instances inasmuch as the routing clerk in the Technical Section was inadvertently removing notations indicating possible Card Index errors detected in the Technical Section. In other instances, errors being detected were not being scored against the employees responsible therefor. Instructions to correct this situation were issued during the inspection.

Consolidation in Current Work Searching - Employees of the Card Index Section have been following a practice of prematurely discontinuing searches on a single search after locating one index card. By following such a practice, possible consolidation of index cards on the same individual could not be effected. Instructions to correct this practice were issued.

Consolidation of Noncriminal Index File - It is estimated that the four employees presently assigned to the consolidation of noncriminal index cards would complete this project in about twenty years. In order to complete this project within a three-year period, the Identification Division has submitted to the Bureau a request for the assignment of twenty-five additional employees. The Inspector recommends assignment of twenty-one employees to the Identification Division.

Common Name Searches - The length of searches in Card Index involving common names can be reduced by the assignment of a Technical employee to the Card Index Section to fully classify prints in this category. Recommendation was made that this assignment be made for a sixty-day trial period. Mr. Tracy agreed.

Handling Wires - In connection with the handling of matters requiring a reply by wire, requests for identification records were being made by employees in the Correspondence Unit. By having such made by the Card Index special searchers thereby eliminating one handling of the wire by the Correspondence Unit, a savings of \$300 per year would result. Mr. Tracy advised that instructions would be issued to change the procedure as suggested by the Inspector.

Handling Routine Laboratory Requests - Special searchers in Card Index Section were preparing four listings of fingerprint jackets located as a result of searching routine laboratory requests. It was arranged that the laboratory would prepare one additional copy of each search request thereby eliminating three of the listings.

Handling Special Telephone Requests - Card Index special searchers instead of using the messenger run were personally picking up and delivering all jackets and fingerprint cards.

Technical Section

Errors - Searching Fingerprints - An analysis of the searching errors made in the Technical Section from December, 1951, through April, 1952, disclosed that there were 11,422 errors made in 2,342,816 searches, a percentage of .5%, a high figure. For the month of April, 1952, there were 1,970 errors of which 1,648 or 84% were substantive, (errors which may lead to a missed identification), and 322 or 16% procedural errors (errors made in handling substantively correct material and as a rule would not result in a missed identification). There were 263 missed identifications included in the 1,648 substantive errors in April, 1952. Employees with less than six months experience made 102 or 39% of these errors making a total of 4 errors per student employee. The largest percentage of errors were made by employees in GS-3, particularly on the night force.

Included in the monthly total of missed identifications are those errors reported to the Bureau by outside contributors. During a twenty-two month's period, July, 1950, through April, 1952, outside contributors reported 2,963 missed identifications. In March, 1951, there were 114 missed identifications reported as compared with 276 in March, 1952, an increase of 142%. Two state identification bureaus use printed form letters to call the Bureau's attention to missed identifications.

In addition to the searching errors in connection with criminal prints, there were 9,192 classifying errors made in 473,754 searches of non-criminal prints during a five months' period, December, 1951, through April, 1952, a percentage of 1.94%, a high figure.

In order to reduce the high percentage of errors now being made in the Technical Section, the Inspector has recommended that the present eight weeks' training course be extended two additional weeks to provide new employees with more training in the classification of fingerprints. Mr. Tracy agrees. Mr. Tolson approved.

Penalty System - A study of the adequacy of the penalty system disclosed that while the error system is fair, the penalties are too severe insofar as erroneous identifications are concerned. A modification of the penalties imposed on erroneous identifications is recommended. Present penalties in regard to missed identifications is adequate.

Misfiled Criminal fingerprints - Of a total 112,760 criminal fingerprint cards checked, 516 were misfiled, a percentage of .4%, a high figure. Projecting this percentage into the approximate 8,000,000 criminal prints would indicate there are 32,000 misfiled prints. Mr. Tracy agreed with the Inspector's recommendation and stated that ten fingerprints clerks assigned to the night force would be assigned to the File Check Squad during the period of overlap in shifts from 3:30 p.m. to 4:30 p.m. each day to assist in this project.

Misfiled Noncriminal Fingerprints - 501,256 noncriminal fingerprint cards were checked of which 8,463 were misfiled, a percentage of 1.69%, a high figure. If the Bureau approves a recommendation to eliminate the old Government fingerprint cards and National Defense prints aggregating 48 million and leaving approximately 54 million noncriminal prints in file, it would take

19 employees approximately 18 months to check and correct the misfiles in the noncriminal category. Mr. Tracy favored the assignment of 19 additional employees to the Identification Division to work on this project.

Maintenance of Auxiliary Log - This log which is maintained on the special desk to record wire answer prints is a duplication of the master record maintained in the Correspondence Unit and was discontinued.

Searching Prints of Deceased Persons - In most instances, fingerprints on deceased persons are unnecessarily being searched through criminal files after an identification is made against a print which has previously been searched through the criminal file, at the time it was placed therein. By discontinuing this practice, approximately \$3,410 would be saved annually. Mr. Tracy advised that this practice will be discontinued and appropriate manual changes made.

Temporary Master Index - Locate Desk - Thirty-two 3x5 index cards are being maintained, each relating to a single missing master fingerprint card, no copy of which appears in the file under the proper classification. Little or no effort has been made to locate these missing master prints as 25 of the 32 have not been searched through the criminal files in over two years. The Inspector recommended that a research be made and if the missing masters are not found a letter be sent to the contributor requesting a photographic copy of the original print. Also, that in the future, all "singles" (no fingerprint card or file in the proper classification) which cannot be located be researched sixty days after the index card has been placed in the temporary master index, and, if not found, a letter requesting a photographic copy be sent to the contributor. Mr. Tracy said this will be done.

Elimination of Old Government and National Defense Prints From the Non-Criminal Files - Included among the 102 million noncriminal fingerprint cards are 8 million old time Government fingerprint cards and 40 million National Defense prints. Many of these are duplications and have no useful purpose other than for checking occasionally a missing person, unknown dead or case involving public interest. These prints can be eliminated by either retaining them in dead storage or destroying them. If these prints are eliminated, there would be a similar number of index cards in the Card Index Section which would be superfluous and likewise could be eliminated. Mr. Tracy is of the opinion that steps must be taken at sometime in the future to eliminate certain prints from the file, probably on an age basis. He points out the cost of \$1,080,123 to eliminate 48,000,000 prints as prohibitive at this time.

Elimination of Duplicate Incoming Fingerprint Arrest Cards - Daily receipts of fingerprint cards include approximately 185 duplications on the same arrests, each print from a different contributor. A considerable amount of extra work is necessary in order that each contributor will receive a copy of the subject's criminal record, if any. To process these duplicate fingerprint cards costs the Bureau approximately \$312,000 annually. This is a problem that has existed for years and has been recognized by the Identification Division. Mr. Tracy suggests a Bureau Bulletin to the Field outlining the problem and suggesting that the Field discuss the subject at all police schools. The Inspector agrees except that an SAC Letter be sent rather than outlining the problem in a Bureau Bulletin.

POSTING Section

Handling of Disposition Sheets - File Jackets are being made

solely to retain a disposition sheet when only one-fingerprint card is in file. In addition, all disposition sheets are retained after posting on the identification card. This procedure, which is unnecessary, was placed into effect in April, 1951, solely to place responsibility for errors and is costing the Bureau approximately \$21,672 per year plus considerable space in the Assembly Section. The Director approved Executives Conference favorable action to revert back to the system in use prior to April, 1951, which will alleviate necessity of preparing jackets and assigning FBI numbers for individuals on whom only one print is on file and on which only one disposition sheet has been received. The Director also approved recommendation that all disposition sheets be destroyed after disposition of an arrest is posted on the index card or identification record.

Posting Information to Additional Record Sheet- Typists are posting information to the "additional record sheet" instead of posting to the master criminal record. Posting directly to the master criminal record would eliminate the necessity of typists in the Typing Section transferring the information at a later time from the "additional record sheet" to the master criminal record. Mr. Tracy agreed with the Inspectors recommendation that typists in the Posting Section post information directly to the master criminal record but recommended the system be given a trial for 60 days before being permanently adopted.

Securing Records for Special Posting - Posting section clerks when requesting fingerprint records for special posting retain all correspondence necessitating the matching of correspondence with the record when received instead of attaching the correspondence to the charge-out request. If the correspondence were attached to the record requests and returned with the record, approximately \$1,600 in salary would be saved annually. The Director approved Executive Conference unanimous recommendation that the proposed system of attaching correspondence to the charge-out requests be tried for 90 days before permanent adoption.

Typing Section

Detecting and Soring Errors - Only one error desk employee instead of six now assigned to that desk is necessary. \$16,300 per year would be saved by eliminating five employees. The Director approved the Executive Conference unanimous action that when any error is caught by a reader it would be returned to the typist who made the error rather than the error desk employee. This will serve to expedite the handling of correspondence. This proposal will be tried for a period of 90 days.

Removal of Errors - Unit supervisors were unnecessarily contacting correspondence review clerks concerning errors scored against typists under their supervision. This procedure was eliminated.

Errors on Index Cards - Frequently index cards prepared in the typing section are received in the Card Index Section which cannot be filed due to bad typing and erasures. The Inspector instructed that employees be cautioned regarding such errors to prevent recurrence of this type of delinquency. This was done.

Use of Photographic Equipment in Making Index Cards - Remington Rand photographic equipment was being used to prepare index cards and replace approximately sixty employees at an annual savings of \$85,000. The retention of this equipment was considered by the Executives Conference on May 26, 1952, and approved in preference to earlier plans to replace the equipment with typists.

Furnishing Information Concerning Return Fingerprint Cards to Bureau Field Offices - Information which has been blocked off the identification record concerning fingerprint cards returned to contributors is not being furnished to Bureau field offices when identification records are furnished to them. This deprives Bureau field offices of possible investigative leads. Mr. Tracy advised that such information when available would be furnished to Bureau field offices.

Return of Nonident Criminal Fingerprint Cards to Contributors - Employees' initials are unnecessarily being erased from criminal fingerprint cards prior to returning such cards to contributors for additional descriptive data. The Director approved Executives Conference unanimous recommendation that employees' initials not be erased.

Recheck of Fingerprint Card Markings - Routing clerks in the Typing Section were unnecessarily checking fingerprint card markings. This practice was eliminated.

Handling of Security Information - Identification records containing security information which are referred to the Domestic Intelligence Division are handled by the Correspondence Unit supervisor in the Typing Section. These records are being handled twice instead of once by the Duplicator Unit in the Typing Section. Also, records are being forwarded to the Domestic Intelligence Division which do not contain subversive data. A revised procedure to eliminate duplication in the handling of records was recommended. Mr. Tracy agreed to proposed method and also to discontinuance of forwarding records containing no subversive data to Domestic Intelligence Division.

General Correspondence Section

Handling Incoming Correspondence - A 3x5 tickler card is prepared and retained sixty days on each piece of incoming mail handled in the Correspondence Unit for the purpose of recording thereon information as to the whereabouts of each piece of mail as it clears through the various sections. This practice is being discontinued on a trial basis for sixty days.

Routing of Mail - The unnecessary procedure of checking the posting of wanted notices by employees of the Correspondence Unit was eliminated.

Single Fingerprint Section

Burial Forms - Photographs of 227 completely handled burial forms were being retained and should be destroyed. Mr. Tracy advised that this will be done.

Unidentified Latent Fingerprints in Police Cases - A file containing approximately 3,500 photographs of unidentified latent fingerprints in police cases established in March, 1950, for a one-year trial was still being kept. No requests have ever been received for searches through this file and the trial period has long expired. The Director approved destruction of these photos and discontinuance of the file.

ADMINISTRATIVE OPERATIONS

Supervision of Work - Although the general over-all supervision of work appeared to be satisfactory, it was found in some instances that the supervisory responsibility of certain employees should be increased or decreased to provide a more equitable distribution. Supervision of the five leave clerks was transferred from SA Hodgins to SA Kottel. Mr. Tracy agreed to the recommendation that the Stenographer Pool be abolished. It was recommended that Mr. Kottel closely supervise all stenographers' work and make certain that all stenographers are fully utilized on stenographic work. [redacted] was transferred to the Personnel Unit and SA Hodgins was assigned to supervise the work of the Correspondence Unit as recommended by the Inspector.

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Daily Work Report Forms - These forms in use in the Correspondence Unit are antiquated. Instructions were issued that when a new supply of cards are needed, the cards be revised to conform with the work now being handled by the Correspondence Unit.

Ticklers - There are maintained in the Typing Section, 23 manual-size loose leaf notebooks containing copies of memoranda, recording slips, typed notes, and handwritten notes issued since 1928, most of which are completely out dated, in some instances difficult to interpret. Instructions were issued that material over 60 days be destroyed.

Registers - A written record was not being made of instructions issued by one clerical supervisor to employees under his supervision to support sick leave with a doctor's certificate. Instructions requiring such a record be made were issued.

Time, Attendance, and Leave Records - Annual leave request forms in many instances were not being properly prepared by employees. This was corrected.

Property Inventory - The acquisition and disposition of property was not being recorded accurately on the inventory. An inventory taken during the inspection revealed several shortages, such as, 67 wood three-section card index cabinets, 74 wood six-drawer file cabinets, and 163 incandescent desk lamps. Surpluses, such as, 111 metal four-drawer fingerprint cabinets and 53 goose-neck desk lamps, were revealed. The old inventory was maintained on a division-wide basis, rather than by sections, thereby limiting the establishment of responsibility for overages and shortages. Instructions were issued to reconcile the Identification Division inventory with the inventory record on file in the Administrative Division and that the inventory be kept on a section-by-section basis rather than Division-wide basis. Mr. Tracy agreed.

Surplus Property - Several items, such as, file cabinets, desk lamps, etc., determined to be surplus were being retained. Instructions were issued that all such items deemed to be surplus be declared surplus.

Rental Machines - The Tel-interview machine used in sending messages between sections is not needed. The Department has been advised to cancel the rental contract on the machine as of June 30, 1959. The rental cost is \$400 a year. The Speed-Photo machine used to receive photograph reproductions of fingerprints by wire from law enforcement agencies is being rented at an annual cost of \$1,268. This machine can be purchased for \$3,500, however, before a decision can be made as to the advisability of purchase, Mr. Tracy will inquire of the manufacturer regarding future improvements contemplated for this machine.

Addressing Mail to National Academy Graduates - The Single Fingerprint Section was answering requests for fingerprint examinations received from National Academy graduates directly to them instead of the heads or their respective departments. An appropriate change to the Single Fingerprint Section Manual was made and all employees of that section were advised of the policy.

FFF Identification Division Welfare Association - The books of this association were not being maintained properly. It was found that the cash receipts and disbursements journal was noted inaccurately in many instances, a total of \$138.54 in receipts could not be reconciled as to source or individual amounts, deposits were made irregularly instead of once each month, the cash book had been misplaced and the bank statement covering two months was not in file. The books had not been audited since November 20, 1950. An audit was made during the inspection and specific recommendations to insure the proper maintenance of the books were made and placed into effect.

Crown Hornitold Pension Collections - Three female clerical employees once each month transport to the Justice Building via Union station wagon approximately \$3,500 in cash, collected from employees for crown hornitold pension payments. As a security measure, one armed agent will escort the clerical employee designated to handle the transportation of this money from the Identification Building to the Justice Building.

Tours - Some exhibits now being used for tours were observed to be obsolete or unimpressive. Several improvements were recommended and concurred in by the Assistant to the Director, L.B. Nichols.

Messengers - A personnel reduction in the messenger unit from 10 to 3 employees can be made by changing messenger runs from 20-minute to 30-minute intervals and consolidating the Front Office run with the sorting duties. Special messenger service was being utilized unnecessarily. Personal mail placed in outgoing boxes was causing delay in handling official mail. Corrective instructions were issued and the changes were put into effect.

Economies Effected - During the inspection, the various changes in work procedures and recommendations effecting personnel reductions which were either placed into effect or in the process of being placed into effect total an annual savings of approximately \$96,676.87.

PERSONNEL MATTERS

Dictation Ability of Agents - All Agents were rated good or above.

Training Program - Instruction in fingerprint classification should be extended from one to three weeks with class enrollment limited to not less than fifteen and not more than twenty-five students, if possible. This extension of the training program is for the primary purpose of reducing the large number of errors made by the new employees assigned to the Technical Section.

Training of Searchers - Fingerprint Classification - In the Card Index Section, approximately one-half of the current work searchers had not received training in fingerprint classification. It was determined that such training is most helpful to them in their work. Training classes were reinstituted during the inspection and all searchers have now received this training.

Manuals - Many employees in Card Index had not read the Card Index Manual which contains the Bureau's rules and regulations and work procedures. Instructions were issued that each Card Index employee be required to read this manual.

Adequacy of Personnel - Based on an average of 20,882 fingerprint cards received daily in April, 1952, it was determined that a total of 1,796 employees including a net of 22 employees for special projects would be adequate to handle the matters of the Identification Division on a five-day work week. This would be 271 employees less than the 2,067 employees requested in the 1953 budget, a savings of approximately \$745,250. 1,796 employees are considered adequate if present streamline procedures are continued. On April 30, 1952, the personnel in the Division totaled 1,696 or 100 less than the 1,796 believed adequate.

Voluntary Overtime - Assistant Director Tracy, Inspector Quinn Tamm, and Agent personnel during the ~~three-month~~ period, February through April, 1952, averaged two hours, sixteen minutes per day. There appeared to be a reasonably equitable distribution of overtime.

Tardiness - The attendance registers for March, 1952, reflected 33 excused and 13 unexcused tardinesses. This is not considered excessive for an average personnel of over 1,796.

Morale - Morale in the various sections was considered by the inspection staff to be very good.

CONCLUSIONS AND RECOMMENDATIONS

Ratings - Physical Condition and Maintenance - Good
Fingerprint Operations - Unsatisfactory
Administrative Operations - Good
Personnel Matters - Very Good

Physical Condition and Maintenance - While no individual major delinquencies were found in connection with the condition and maintenance of physical property, there were numerous minor items requiring correction which in the aggregate would entitle the rating of no more than "Good". These items include damaged property in need of repair, obsolete Bureau forms retained, and untidy labels on file drawers. The only automobile assigned to the Division was dirty in appearance and not properly equipped with tools, flashlight, and accident report forms.

Fingerprint Operations - A rating of "Unsatisfactory" is being given because of the increasing high percentage of substantive errors in the searching of prints by employees in the Technical Section. This includes misclassifying and misfiling fingerprint cards. In the month of April, 1952, there were 1,970 recorded errors a percentage of six-tenths of one percent of the total prints searched during the month. This percentage was double that of February, 1952. 1,648 of the 1,970 errors were substantive or the type that could lead to a missed identification. Missed identifications reported to the Bureau by outside contributors increased approximately 142% over a twelve-month period. In the month of March, 1952, there were 276 missed identifications as compared to 114 in March, 1951. This situation becomes aggravated when it is considered that two police departments have instituted a practice of using forms in order to specifically call the Bureau's attention to missed ids. Also contributing to the rating of "Unsatisfactory" is a high number of misfiled noncriminal prints and the lack of alertness on the part of supervisory personnel to effect economies through streamlined procedures in certain phases of fingerprint operations.

Administrative Operations - No more than a rating of "Good" can be given in view of the many errors in the Division's inventory of nonexpendable property, the maintenance of ticklers by the Typing Section dating back to 1928 despite the Director's instructions that ticklers not be retained longer than 60 days unless special permission is obtained from the Associate Director.

Personnel Matters - A rating of not more than "Very Good" can be given since many employees in the Card Index had not been instructed to read the Card Index Manual which contains the Bureau's rules, regulations, and work procedures. Approximately one-half of the searchers handling current work in Card Index had not received training in fingerprint classification.

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Qualifications of Supervisory Personnel - Assistant Director Tracy and Inspector Quinn Tamm are well qualified to direct the operations of the Identification Division. They work very well together and are well informed concerning the day to day problems of the Division. The Agent Supervisors, Russell C. Anderson, Gerard J. Engert, Arthur F. Hodgins, and Guy Hottell are adequate in their present assignments and thoroughly familiar with the work under their immediate supervision. All Section clerical supervisors appeared to be experienced and qualified to handle their respective assignments.

RECOMMENDATIONS:

1. That the total stenographic personnel be reduced from 20 to 14 employees. Mr. Tracy agrees and a separate memorandum to the Administrative Division has been submitted. Inasmuch as 11 of these employees are engaged in secretarial duties there will be only 3 employees left in the stenographic pool. In view of this small number in the pool it is recommended that these employees be reassigned to sections within the division, thereby eliminating the need for a stenographer's pool. Mr. Tracy agrees.
2. That the Messenger Unit be reduced from 10 to 8 employees by consolidating the Front Office run and sorting duties and placing the recording run on a 30 rather than a 20 minute schedule. Mr. Tracy agrees.
3. That personnel of the Typing Section's error desk be reduced from six GS-4 employees to one GS-2 employee. The one employee would record all errors. The present practice of reviewing the reader's instructions would be discontinued. Mr. Tracy suggested a 90-day trial period. The Director approved.
4. That as long as the average daily receipt of fingerprint cards does not exceed 20,882 and military prints are not searched through the Technical Section, the number of employees assigned to the Identification Division be limited to 1,796, including a net of 22 employees for special projects recommended by the Inspector. The ratio of 11.77 fingerprint cards per day per employee should be the basis for increasing or decreasing the total number of employees. The number of employees, 1,796, is 27% less than the 1953 budget request. Mr. Tracy recommends the ratio of 11.77 be disregarded in any personnel estimates since its application is dependent on continuing present streamline procedures that are of a temporary nature.
5. That 19 additional employees be assigned to the Technical Section to replace 19 Technical Section employees who should be used in the detection and review and re-filing of misfiled fingerprint cards in the noncriminal section. Mr. Tracy agrees.
6. That 21 additional employees be assigned to Card Index in order that the consolidation of noncriminal index cards may be completed within a three-year period. At the present time, only four employees are being utilized on this project.
7. [REDACTED], Technical Section, be con-

sidered for transfer to a clerical position in the Justice Building if and when a position to which he is best suited becomes available.

[redacted] Technical Section, be considered for promotion to Special Employee at such time as the Bureau reinstitutes the Special Employee Recruitment program. He was offered such a position in 1946 with assignment to Albany. He was told at that time that another employee in the Identification Division desired assignment to Albany to be near his wife who was confined to a sanitarium near Albany. [redacted] willingly stepped aside and was assured by the Bureau Personnel Section that another place would be found for him. This did not materialize since the Special Employee Program was discontinued in 1947.

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Further consideration be given to reallocate the salary rating of [redacted] from GS-7 to GS-8.

That a special performance report be submitted not later than June 30, 1952, on employees [redacted] and [redacted] Technical Section.

8. That the Bureau continue to request the General Services Administration to assign 3 additional guards to the Identification Building. As soon as these guards are supplied by GSA, the remaining portion of the security patrol should be discontinued and the employees returned to their previous assignments. Mr. Tracy agrees. The Director approved.
9. That the combination to the safe in Inspector Quinn Tamm's office and the safe in the Personnel Office be changed and a tickler set up to provide for changing these combinations at least once a year. Mr. Tracy agrees.
10. That obsolete Bureau forms be disposed; file drawers and cabinet shelves be uniformly and neatly labeled; and Bureau property in need of repair be repaired. Mr. Tracy agrees.
11. That the question of elimination of the skylight in the Typing Section which now causes glare and creates heat be referred to a light expert in the General Services Administration. Mr. Tracy agrees.
12. That a monthly inspection of Bureau automobile Number 130 be made and all delinquencies noted be corrected. Mr. Tracy agrees.
13. That form letters be utilized to advise foreign countries cooperating in the International Exchange of the results of searches of fingerprints through Identification Division records. Mr. Tracy agrees.
14. That the policy of following disposition requests made of Federal Government agencies and police departments for the information of foreign countries be discontinued. Mr. Tracy agrees.

15. That when personnel become available, a drawer checking program be instituted of criminal index in order to reduce the number of misfiles. Mr. Tracy agrees.
16. That group leaders impress on employees the necessity of continuing Card Index searches to effect consolidation even when an index card is located. Mr. Tracy agrees.
17. That a Technical Section employee be assigned to Card Index for a trial period of 60 days to fully classify fingerprint cards involving common names and long searches in an effort to reduce the length of the search. Mr. Tracy agrees.
18. That the Card Index special searchers, after locating an index card applicable to a matter requiring an answer by wire by the Correspondence Unit, request the Assembly and Technical Sections to forward the applicable records to the Correspondence Unit instead of having the Correspondence Unit make the request. Mr. Tracy agrees.
19. That Card Index special searchers utilize the special messenger service instead of personally picking up and delivering the fingerprint jackets and single fingerprint cards located when handling special telephone requests. Mr. Tracy agrees.
20. That the penalty system be revised to provide for a three-year "Statute of Limitations" on erroneous identification errors so that after the expiration of three years after the erroneous identification is made, it will not be charged against him when considering the penalty for additional errors. If a third erroneous identification is made within a period of three years from the date of the first erroneous identification, consideration be given to removal of the employee from fingerprint work. If the third error is not made within the three years from the date of the first error, the employee will start with a clean record. Mr. Tracy agrees. The Director approved.
21. That 10 Technical Section night force employees be assigned to the file section squad during the period of the night and day force overlap from 3:30 P.M. to 4:30 P.M. each day to assist in locating misfiled fingerprints. Mr. Tracy agrees.
22. That the searching prints of deceased persons through the criminal files be stopped after identifying them with a search through the master fingerprint cards. Mr. Tracy agrees.

23. That a search be made at this time to locate the 32 missing master fingerprint cards wherein no fingerprint card appears in the criminal files under the proper classification. If not found, a letter be sent to the contributor requesting a photographic copy of the fingerprint card retained by the contributor. Mr. Tracy agrees. Mr. Tolson approved.
24. That all single fingerprint master prints be researched 60 days after the index card has been placed in the temporary master index. If unable to locate the master card in final search, a letter be directed to the contributor requesting a photographic copy of the original print. Mr. Tracy agrees. Mr. Tolson approved.
25. That 8,000,000 old Government fingerprint cards and 40,000,000 National Defense fingerprint cards filed among the 102,000,000 noncriminal fingerprint cards be removed from the files and either destroyed or placed in dead storage. Mr. Tracy agrees but prefers to wait until such time as the space situation becomes acute.
26. That the problem of reducing the number of duplicate incoming fingerprint arrest cards continue to be a matter of study by the Identification Division. To intensify such study it is recommended that the Identification Division prepare an SAC Letter outlining the problem that it can be discussed by the field at police schools and law enforcement gatherings. As a further media, articles should be prepared for inclusion in the law enforcement bulletin. Mr. Tracy agrees.
27. That file jackets no longer be made solely to retain disposition sheets when only one fingerprint card for an individual is on file. Also, all these disposition sheets be destroyed after posting. Mr. Tracy agrees. The Director approved.
28. That typists in the Posting Section instead of posting information to the "additional record sheet" post directly to the master criminal record. Mr. Tracy agreed and recommended a 60-day trial period before permanent adoption of this change.
29. That clerks in the Posting Section upon requesting the fingerprint record for special postings attach all applicable correspondence to the check-out requests so as to eliminate the necessity of matching correspondence with fingerprint records when received. Mr. Tracy disapproved but went along with the Executives Conference action approving the recommendation for a trial period for 90 days. The Director approved.
30. That the Remington Rand photographic process be continued on a permanent basis, in view of the elimination of 60 typists at an annual savings of \$85,000. Mr. Tracy agrees. The Director approved.

June 30, 1952

~~RESTRICTED AND CONFIDENTIAL~~

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

6/7/91 1565-SDP/mde

Dear Mr. Tamm:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on June 13, 1952.

This report reflects that you have defective vision of 20/30 in the right eye, corrected to 20/20.

It is noted further that you have a grade I mitral systolic heart murmur; however, the electrocardiogram afforded you in this connection was found to be normal.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover
Director

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Nichols _____
Belmont _____
Clegg _____
Glavin _____
Harbo _____
Rosen _____
Tracy _____
Mohr _____
Tele. Rm. _____
Nease _____
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CC-Mr. Tracy (P & C)

JVB:cnm

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JUN 30 4 56 PM '52
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

Handwritten signature/initials

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: June 6, 1952

FROM : H. L. Edwards

SUBJECT: ~~PERFORMANCE RATING~~
~~BOARD OF REVIEW~~

Tolson ✓
Ladd ✓
Clegg ✓
Glavin ✓
Nichols ✓
Tracy ✓
Harbo ✓
Belmont ✓
Mohr ✓
Tele. Room ✓
Nease ✓
Gandy ✓

Under present Civil Service regulations, there is a Board of Review in existence in each agency made up of a Chairman, who is a representative of the Civil Service Commission, Agency Member, representing the agency, and a member who represents the employees, whose responsibility it is to hear any appeals on performance ratings given at the regular annual rating period. For the past two years, the Bureau's Performance Rating Board of Review consisted of the following members: Chairman, Evelyn A. Croswell, Civil Service Commission; Agency Member, W. R. Glavin, Alternate S. J. Tracy; Employee Member, John W. Martin, Identification Division, Alternate [redacted] Records and Communications Division.

The agency representative, as distinguished from member, in connection with appeals is Mr. Quinn Tamm. The duty of Mr. Tamm would be to represent the Bureau in presenting the Bureau's case to the Board of Review in the event a performance rating of a Bureau employee was appealed to this Board of Review at any time in the future. Up to the present time, although this Board of Review has been in existence for a number of years, we have not had any cases before it.

The term of the present Board will expire on June 30, 1952. Inquiry of the Civil Service Commission has revealed that the present Board may be continued for a definite or indefinite period if the Bureau so desires, and recommends this action to the Civil Service Commission.

Messrs. Tracy and Nichols have stated that it would be satisfactory to continue the two employees named above in their present capacities for an indefinite period since they both are in a very satisfactory status at the present time.

RECOMMENDATION

It is recommended that the Civil Service Commission be advised that the Bureau proposes to continue the present Board

EJI:fsb

Efficiency Ratings

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032-663

Memo to Mr. Glavin - (Continued)

of Review and agency representative for an indefinite period,
subject to the approval of the Civil Service Commission. If
this recommendation is approved, an appropriate letter will be
directed to the Civil Service Commission advising them of this
action. Copies of the letter to the Civil Service Commission
will be posted on the various bulletin boards at the Bureau in
order that any employee who objects to the continuance of the
Board may file a complaint with the Civil Service Commission
within a 10-day period in accordance with the regulations of
the Commission.

OK
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Rec appeal
6/10/51

agreed
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OK
d.

NAME:

Quinn Tamm

Inspector

CO EOD: 12-3-34 (clerk) 4-21-36 (SA) GS-15 \$10,800

OFFICE OF PREFERENCE: NONE

ASSISTANT DIRECTOR TRACY:

Inspector Quinn Tamm is responsible for all technical work in the Identification Division. He has demonstrated over the years that he possesses administrative and executive qualifications to an outstanding degree. He is an outstanding instructor and Bureau speaker and continues to perform his assignments in a highly commendatory manner.

INSPECTOR VECHERY:

Mr. Tamm possesses a thorough working knowledge of the technical operations of the Identification Division. There is no doubt but that he is on top of the many problems which are bound to exist in an operation of the size of the Identification Division. His services are invaluable to the Bureau in his present assignment.

[Handwritten signature]

Inspection Report
Identification Division
Inspector F. D. Vechery
May 16, 1952

66 JUL 15 1952

67-508-18102-1-0

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RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

May 17, 1952

I certify that I have received the following
Government property for official use:

Recording Section Manual #5

ALPHABETICAL

FILE
JUN 1952
CMM

READ!

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

Quinn Tamm
Quinn Tamm

174

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

WSS.

May 17, 1952

I certify that I have ^{returned}~~received~~ the following

Government property for official use:

Recording Section Manual #25

ALPHABETICAL

NOT RECORDED

5 JUN 9 1952

READ!

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE
WRG
[Signature]

Very truly yours,

Quinn Tamm
Quinn Tamm *JH*

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RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

4-10-52

I certify that I have received the following Government property for official use:

WV
✓ ~~XXXXXXXXXX~~
INSPECTOR'S MANUAL # 13
(Issued April 7, 1952)

RETURNED

✓ INSPECTOR'S MANUAL # 32
(Issued May 21, 1945)

CHECK ONE: ~~Destroyed in Field Office~~
Returned to Bureau

ALPHABETICAL

READ

NOT RECORDED

(148)
The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

WRG

FEB

Very truly yours,

Quinn Tamm

June 17, 1952

Honorable Robert Ramspeck
Chairman
U. S. Civil Service Commission
Seventh and F Streets, N. W.
Washington, D. C.

Attention: Mr. John A. Overholt

My dear Mr. Ramspeck:

In accordance with Section 7 (b) of Public Law 873, 81st Congress, as promulgated through procedural regulations contained in Chapter 24-6 of the Federal Personnel Manual concerning the establishment of Boards of Review pertaining to Performance Ratings, you are advised that the Federal Bureau of Investigation proposes to forego an election to choose new employee members to serve on the Board of Review and it is further proposed that the present Board be continued for an indefinite period. The FBI Board of Review at the present time is composed of the following: Agency Member, W. A. Glavin, Alternate, S. J. Tracy; Employee Member, John F. Martin, Alternate, [redacted]

The present Agency Representative for the Federal Bureau of Investigation is Mr. Quinn Tamm, and it is proposed that he be continued in that capacity for an indefinite period.

In accordance with the Commission's regulations, copies of this letter are being posted on the various bulletin boards for the attention of the employees in the event they have any objection to the present incumbents continuing in office for an indefinite period in order that they may make their objection known to your office before the expiration of the prescribed ten-day period.

It is desired that the Bureau be advised of your approval of the foregoing.

Sincerely yours,

John Edgar Hoover
Director

DUPLICATE YELLOW

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Belmont _____
Clegg _____
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Copies of this letter were prepared for the Assistant Directors of the Division. Such copies could be posted on the bulletin boards of the Division. (Sent direct)

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July 2, 1952

~~PERSONAL AND CONFIDENTIAL~~

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

6/10/52 1565-SDP/puk

RE: IDENTIFICATION DIVISION INSPECTION

Dear Mr. Tamm:

You are advised that you are being placed on probation, effective this date, as a result of numerous delinquencies occurring under your supervision as disclosed in the recent inspection of the Identification Division. The Bureau is particularly concerned with the great number of errors being made by employees of the Technical Section and the extreme likelihood of embarrassment which may result in the future, as well as that embarrassment already experienced by having other agencies call to the attention of the Bureau inefficiencies in its work.

It is your responsibility to see that there is extremely close and firm supervision of all operations in the Technical Section and you are informed that the Bureau is holding you strictly accountable. There must be immediate improvement and I am instructing that periodic reports of errors be submitted to me for my personal review.

Effective measures must be taken by you in order to speedily reduce the number of errors being made by employees and you should become thoroughly familiar with the recommendations of the Inspector relative to operations within the entire Identification Division.

Sincerely yours,

John Edgar Hoover
Director

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cc: Mr. Tracy
cc: Mr. Glavin



July 2, 1952

~~PERSONAL AND CONFIDENTIAL~~

Mr. Stanley J. X Tracy
Federal Bureau of Investigation
Washington, D. C.

Re: IDENTIFICATION DIVISION INSPECTION

Dear Mr. Tracy:

A review of the summary of the Identification Division inspection, recently completed by Mr. F. D. Vechery, indicates the existence of a very serious condition in the matter of substantive errors made by employees in connection with the searching of prints in the Technical Section. In an operation of the size of your Division, it is most important that production quotas be maintained in order to keep the backlog of prints to be handled at a minimum; however, instances of carelessness should be scrupulously avoided to make certain accuracy is not sacrificed for the sake of maintaining production. Certainly you realize the tremendous possibilities of embarrassment to the Bureau that may result through operations that do not measure up to the highest standards of accuracy.

I note that the trend insofar as errors are concerned is increasing every month. It is your responsibility to see that employees are adequately and properly trained and that the matter of errors is made the subject of discussion at your regularly established conferences and at frequent instruction periods with clerical employees having responsibility for the handling of fingerprint cards. It is noted that in one month alone, April this year, 1,648 substantive errors and 322 procedural errors were scored against employees in the Technical Section. This total of 1,970 is six-tenths per cent of the total searches made during April, which is double the three-tenths per cent of errors made in February, 1952. Obviously, supervision has been inadequate and this condition would not have existed had there been close supervision and adequate training of employees.

The increasing number of missed identifications which outside contributors have been calling to our attention has reached serious proportions. Two hundred seventy-six in March of this year, as compared to 114 in March of last

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year, an increase of 142 per cent, is alarming, especially considering the fact that the average daily receipts of fingerprint cards in the Division in March, 1952, were ten per cent less than in March, 1951. The gradual increase of missed identifications reported to us by outside contributors over the past twelve months should have been a red flag to you and to your subordinates to find the cause and to take the steps necessary to see that the number of errors are kept at a minimum. The seriousness of this situation is evident when it becomes necessary for two state identification bureaus to use printed form letters directed to the FBI to call to our attention missed identifications. In this connection, it is logical to assume that these two bureaus adopted the use of printed form letters to prevent the repeated writing of individual letters to inform us of missed identifications.

Furthermore, it appears that until it had been brought to your attention by the Inspector, you had not taken the steps necessary to make sure that certain types of errors were made a matter of record in order that the employees responsible therefor could be held strictly accountable. This situation was found to exist in connection with possible Card Index errors located by the Technical Section. Employees assigned to the routing desk of the Technical Section admittedly had been removing slips of paper attached to the fingerprint cards by searchers which bore the notation "Possible Card Index Error." These slips should have remained on the fingerprint cards for appropriate handling in the Card Index Section so that errors could be scored against the employees responsible for them. Since this situation was corrected during the inspection, I note that fifteen Divisional errors, that is, those errors caught in the Technical Section and charged to Card Index, have been scored daily against employees in the Card Index Section. This would approximate 1,800 errors in a six-month period as compared to the 215 errors scored against employees in that Section during a six-month period ending March 31, 1952. Continued attention should be afforded this matter by you to make certain that employees will exercise a greater degree of care in conducting searches in Card Index. I do not understand why some effort was not made to determine why so few errors were being scored against employees in Card Index prior to the arrival of the Inspector.

Since the matter of errors appears to have been a subject which has not been afforded the strict attention by you which I must insist be maintained in the future, I am instructing that you submit to me not later than the fifth of each month a report as to the number of errors made by employees of the Technical and Card Index Sections, including

a breakdown of the number of errors of each type, segregating the number of errors reported to the Bureau by outside contributors. In preparation of this report, it is desired that it include for comparative purposes the previous month's error record, as well as the current month.

I have approved the Inspector's recommendation that the present eight-week training course for new employees be extended to ten weeks, in order that more instruction can be given to new employees in fingerprint classifying. This should help materially in reducing the number of errors made by student fingerprint classifiers. Also, I have approved the modification of the penalty system to provide a three-year "statute of limitation" in connection with erroneous identifications charged against an employee. This will enable an employee, after a three-year period has elapsed, to start afresh with a clean slate.

I note that you discontinued the practice of training Card Index searchers in fingerprint classification due to a shortage of personnel and the volume of current work. It is apparent that Card Index searchers should know how to classify fingerprints in order to perform their work with the utmost efficiency. It is desired therefore that you make arrangements immediately to furnish this training to the Card Index searchers who have not yet received their training and in addition to provide this training to all employees who in the future become Card Index searchers.

The existence of misfiled criminal fingerprint cards is highly undesirable, and to expedite locating these misfiled cards, ten qualified night force employees are to be assigned to the File Check Squad from 3:30 p.m. to 4:30 p.m. daily. Misfiled noncriminal fingerprint cards should be located as soon as available personnel permit. Appropriate steps should be taken at once to locate the thirty-two missing master fingerprint cards and if after a thorough search they are not located, photographic copies should be requested from the contributors. In the future, missing single master prints should be researched sixty days after the index card is placed in the temporary master index and a photographic copy should be requested if the print is not found.

The preparation of tickler cards for each piece of incoming correspondence handled in the Correspondence Unit should be discontinued for a trial period of sixty days. The maintenance of an unidentified latent fingerprint file on police cases should be discontinued and the photographs

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contained therein destroyed; photographs of completely handled burial forms maintained in the Single Fingerprint Section should be destroyed; and searches of deceased prints should be stopped when an identification is made in criminal files against a print which has previously been searched through the criminal file.

I realize the problems involved in reducing the number of fingerprint cards received as the result of a single arrest. I want this matter carefully considered and in connection therewith you should prepare an SAC Letter outlining the ramifications of this problem and requesting that the Field submit ideas gained as a result of discussions of the problem with law enforcement agencies.

I am cognizant of the various changes that have been or are being made as a result of the inspection of Card Index, Recording, Posting and Typing Sections. In order to effect consolidations, Card Index employees should be impressed with the necessity of making full and complete searches. On a sixty-day trial basis, a Technical Section employee should be assigned to Card Index to classify fingerprint cards when such classifications would assist the Card Index searchers. Misfiled criminal index cards should be located and refiled properly, and as soon as personnel is available, a drawer checking procedure should be instituted. Searchers in Card Index handling matters requiring a wire answer should be instructed to request the Technical and Assembly Sections to forward pertinent records directly to the Correspondence Unit. They should also be instructed to utilize the Messenger Service when handling a special telephone request and not make the delivery themselves in person. The Bureau will consider the assignment of twenty-one additional employees to Card Index in order that a consolidation of noncriminal index files will be completed within a three-year period.

Appropriate instructions are to be issued by you which will provide that identification records furnished to Bureau Field Offices in the future will include information concerning returned fingerprint cards deleted from the record. Records containing no subversive data should not be furnished the Domestic Intelligence Division. Furthermore, to eliminate duplicate handling of identification data of interest to the Domestic Intelligence Division the streamlined procedure recommended by the Inspector in handling the fingerprint jackets in the Typing Section should be followed.

For a ninety-day trial period, the six GS-4 employees of the Typing Section Error Desk should be replaced by one GS-2 clerk, whose only duty will be to record errors already

140-11
detected. The practice of erasing employees' initials from nonident criminal fingerprint cards returned to contributors for additional information should be discontinued. In view of the economy and efficiency of the Remington Rand photocarding process, I desire that its use be continued and that this process be utilized whenever possible. Furnish the Administrative Division within thirty days estimates secured from Remington Rand for such additional equipment as would make it possible for the Bureau to handle the entire photocarding process.

File jackets should not be made up solely to retain disposition sheets when only one fingerprint card is in file. Hereafter, disposition sheets relating to these cards are to be destroyed after the information is posted to the record.

Foreign countries cooperating in the International Exchange should hereafter be advised of the results of your searches by a form letter which you are to submit for approval. Also, the policy of following disposition requests made of United States agencies for foreign countries is to be discontinued.

Posting Section employees for a trial period of ninety days should be instructed to attach applicable correspondence to charge out requests when requesting fingerprint records for special postings, thereby eliminating the necessity of matching correspondence when the records are received. For a sixty-day trial period, typists in the Posting Section should post information directly on the master identification record rather than on the "additional record sheet."

I understand that certain items brought to your attention during the inspection relative to physical condition and maintenance have been or are being corrected. You should take steps to insure that a monthly inspection is made of Bureau car #130 and make certain the delinquencies noted are corrected. In addition, you should see that obsolete Bureau forms are removed; that drawers and cabinet shelves are uniformly labeled so as to make a neat and tidy appearance; and that Bureau property needing repair is repaired promptly. You are instructed to follow with the Administrative Division the obtaining of three additional guards from General Services Administration so that the three fingerprint technicians now assigned to that function can be released for assignment to the Technical Section. GSA should also be contacted regarding the painting of the skylight over the Typing Section to reduce glare.

I note that there are approximately 10,224 square feet of excess space located throughout your Division which will be taken into consideration by the Administrative Division in connection with future space allocations. It is expected that hereafter you will be constantly alert to the existence of excess space and keep the Administrative Division fully informed of such conditions.

The combinations on safes in Inspector Tamm's and the Personnel Offices have not been changed in keeping with Bureau instructions. You should see to it that this is done immediately and appropriate steps taken to insure that the combinations to the safes are changed each year.

The pending work in the Division appears to be equitably distributed except the work handled by the stenographers. The Inspector's recommendation that the number of stenographers assigned be reduced from 20 to 14 should be given your immediate attention. Had you maintained adequate records concerning the production of the stenographic personnel assigned to the stenographic pool, it would have been apparent to you that too much time of the stenographers was being spent on miscellaneous clerical duties. Since the number of stenographers in the stenographic pool will be reduced from nine to three employees, I desire that you follow the Inspector's recommendation to assign the three stenos, who otherwise would remain in the pool, to either the Correspondence Unit or the Liaison Unit depending on the volume of work in these two Units. This will automatically eliminate the position of Stenographic Supervisor and the steno pool itself. Continuous supervision should be afforded to make certain that stenographers are being fully utilized on stenographic work.

The abnormal number of overages and shortages which were observed in your inventory and the unsatisfactory manner in which it was being maintained indicate to me that you have failed to exercise even a minimum amount of control and supervision over such an important matter. I want it clearly understood that each overage and shortage must be fully accounted for and the entire inventory reconciled and brought into agreement with the Bureau's controls. It is also desired that you maintain your inventory on a sectional basis hereafter instead of on a Divisional basis in order that better control of the items may be had and responsibility established more readily.

Material maintained in loose leaf notebooks in the Typing Section which is over sixty days old should be destroyed in accordance with existing Bureau regulations. In this connection, I note that memoranda, routing slips bearing notations,

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and other miscellaneous notes have been retained by the Supervisor of the Typing Section since 1928, despite my specific instructions prohibiting the retention of such material. One armed agent should be provided to accompany the clerical employee transporting the monthly Bronx Hospitalization payments to the Justice building. The use and rental of the Tel Autograph machine should be discontinued. Since you have in the past been in contact with the manufacturer of the Speed Photo machine, I want you to inquire of that company as to future improvements which may now be in process or contemplated in order that it may be determined by you as to whether it would be more economical to purchase this machine rather than to continue renting it. A monthly check and a semiannual audit of the Divisional Welfare Fund should be instituted. Property when no longer needed should immediately be declared surplus and the Administrative Division so advised. The Correspondence Unit's daily report should be brought up to date when the current supply is exhausted.

Instructions are to be issued by you to change the tour exhibits as recommended by the Inspector. Personnel in the Messenger Unit should be reduced from ten to eight employees through the consolidation of the Front Office run with the sorting duties and placing the recording run on a thirty-minute schedule rather than the present twenty-minute schedule. Special Messenger service should be reduced to a minimum and properly controlled so that such service will not be utilized unnecessarily.

The question as to whether you should continue to maintain in the noncriminal files the eight million old-type Government prints and the forty million World War II National Defense prints will be resolved by the Bureau and you will be appropriately advised.

Your attention is directed to some of the delinquencies noted and corrected or eliminated during the inspection, such as, index cards that could not be filed because of bad typing, unnecessary time and money-consuming operations performed by Clerks and Supervisors, the unnecessary maintenance of logs, surplus property which had not been properly disposed of, duplication of statistical reports, improperly prepared leave slips, etc. These delinquencies should have been detected and corrected by personnel under your supervision prior to the inspection. All delinquencies are costly and you should remain constantly alert to detect and correct them without delay.

Division, at the end of the stated period, specifically advising of the benefits accruing and whether the new procedures should be continued.

A copy of the summary of the inspection is attached.

Sincerely yours,

John Edgar Hoover
Director

Attachment

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July 18, 1952

MEMORANDUM FOR MR. TOLSON
MR. CLEGG
MR. MOHR

Yesterday I saw Inspector Quinn Tamm of the Identification Division. He called to see me as a result of having been placed upon probation. He stated that he was at a loss to understand the action which had been taken in that at no time during the inspection had the Inspector indicated to him other than satisfaction with the manner in which the Identification Division was being operated. He stated that upon the conclusion of the inspection the Inspector told him that it was a good inspection and that he consequently was stunned when he received notice from the Bureau that he was being placed on probation. He said that also at no time had he, either to his knowledge or to anyone else's knowledge, been asked to make an explanation for any of the matters which were subsequently mentioned in the Inspector's report as indicating improper management of the Identification Division. He also stressed the inaccuracies of the Inspector's report as it dealt with the number of errors.

~~Training & Inspection Division~~
I told Mr. Tamm that I was at a loss to understand his statement as I could not believe that the Inspector would make the statement to him which he claimed the Inspector had made predicated upon the written record as submitted to me by the Training and Inspection Division. I told him it was true that the Inspector had erred in using certain figures of errors committed in the Identification Division, but that eliminating this inaccuracy, which of course was serious and undesirable, there were at least twenty-two other points found to be deficient in the operations of the Identification Division which had not been questioned by Mr. Tracy in his memorandum to me and that these twenty-two points in themselves in my estimation indicated an undesirable administration and supervision of the Identification Division. I told Mr. Tamm that I did not care what the Inspector thought, but that I certainly thought the result of the inspection indicated that neither Mr. Tracy nor Mr. Tamm had been alert to their responsibilities and thoroughly on their jobs. I also pointed out to Mr. Tamm that in the memorandum which I received from Mr. Tracy and in which he questioned seven points of the inspection report that upon analysis it was quite clear that only in but one or two of these points did Mr. Tracy have a case. I stated that in the other five points it was more or less quibbling and that in several of them it hinged as to who made the suggestion, whether the Inspector or the Identification Division. I told Mr. Tamm that I was not at all

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concerned or interested as to who made a recommendation; that the fact was the matter was not recommended until the inspection was initiated and I was at a loss to understand why neither Mr. Tracy nor Mr. Tamm saw fit to submit recommendations for the discontinuance of unnecessary work or other matters until an inspection actually started. I called Mr. Tamm's attention to the fact that if we had not initiated the inspection at the time we did some of these things would have continued indefinitely as it was apparently the philosophy of Mr. Tracy and himself to await the initiation of an official inspection before taking up with the Bureau any suggestions for changes. I stated this, of course, was a highly undesirable procedure.

I told Mr. Quinn Tamm that as I had told Mr. Tracy I had no question in my mind as to the capacity of Mr. Tracy and Mr. Quinn Tamm to properly administer the Identification Division but that I did have grave doubts as to whether they would do so in view of an innate stubbornness and resistance to improvements from sources outside the Identification Division. I told Mr. Tamm that I considered both Mr. Tracy and himself to have let me down materially and that both of them should be out on the floors more and in their offices less. I also told him I felt their subordinate supervisors and key personnel either were not qualified or were not thoroughly on the job, otherwise the delinquencies noted would not have been found to exist.

As regards the inspection which was conducted by the Training and Inspection Division I cannot express myself too strongly as to my dissatisfaction with the manner in which this inspection was conducted. In addition to the gross inaccuracies in the inspection report it does appear that the Inspector did not nail down at the time each delinquency found and request an explanation for its existence. Furthermore, I do not think it is within the province of the Inspector to indicate at the conclusion of an inspection what he thinks of the inspection to key personnel of the unit under inspection. He may properly incorporate that in his report to the Bureau. In this case Mr. Quinn Tamm has stated that the Inspector advised him that the result of the inspection was good whereas it was my very definite opinion that the operations of the Identification Division were far from satisfactory. Obviously, inconsistent statements of this type do not tend to improve the morale and operations of the Bureau.

Mr. Clegg and Mr. Mason must give more serious and more personal attention to the review of inspection reports and to the supervision of the inspection force. I have time and again reiterated that I wanted the inspections to be objective and intensive, but at all times fair and constructive. If these factors don't prevail in all inspections our inspection work is worse

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than nothing. It is obvious that these factors did not prevail in the inspection of the Identification Division, otherwise we would not have had the embarrassment of having to retract some of the criticism which we directed to Mr. Tracy and qualify other criticisms.

Very truly yours,

J. E. H.
John Edgar Hoover
Director

Tolson _____
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JEM:EH

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U.S. DEPT. OF JUSTICE

RECEIVED FROM D. O.
TIME <u>11:20 AM</u>
DATE <u>7-21-32</u>
BY <u>[Signature]</u>

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : Mr. Quinn Tamm

SUBJECT: DELINQUENCY
IDENTIFICATION DIVISION

DATE: July 3, 1952

Reference is made to the Director's notation contained on my memorandum of June 30, 1952, concerning the delinquency of applicant fingerprint cards in the Identification Division. In conformance with your instructions, there is set out herewith the delinquency with regard to each type of fingerprint card handled in the Identification Division.

For your information, fingerprint cards are counted as delinquent in the Identification Division if they are not out by the close of business the third day after receipt.

Category No. 1

Criminal fingerprint cards from Bureau Field Divisions,
U. S. Marshals, Washington, D. C., Police;
Deceased
Amnesia
Missing Person
Applicant fingerprint cards pertaining to Bureau investigations such as Atomic Energy, Departmental Applicants, National Security Resources Board, etc.

Total - 5,000

Category No. 2

Regular criminal prints from police departments
Atomic Energy Commission prints from the Atomic Energy Commission (not Bureau investigative cases)

Total - 16,000

Category No. 3

Counterintelligence Corps
Maritime Commission
Coast Guard Security

Total - 2,000

DATE: 7/8/52

TO : MR. TOLSON
FROM : J. P. MOHR
SUBJECT:

In accordance with the Director's instructions, I contacted Mr. Tracy by telephone yesterday evening at Syracuse, New York and advised him that the Director was desirous of his immediately returning to Washington and the Director had instructed that all leave for top officials in the Identification Division had been cancelled.

I asked Mr. Tracy if he knew he had been placed on probation as a result of the inspection of the Identification Division and he told me he did not. He was also informed that he was being requested to return to active duty in view of the delinquency existing in the Identification Division, particularly in the applicant fingerprint category.

Mr. Tracy was reached in care of Mr. William J. During of the Precision Castings Company in Syracuse, New York and Mr. Tracy advised that he was driving his personally-owned car, that he would leave Syracuse the first thing Tuesday morning, July 8, 1952, and he would arrive at his office by noon on Wednesday, July 9, 1952.

Mr. Quinn Tamm was also advised of the Director's comments on the attached memorandum and particularly that all leave for top executives in the Identification Division had been cancelled. Mr. Tamm stated there were no other officials of the Identification Division on annual leave at the present time.

The foregoing is submitted for your information.

JPM:DW

Memorandum for Mr. Tolson

July 3, 1952

Category No. 4

Loyalty applicant prints

Total - 4,500

Category No. 5

Loyalty incumbent prints

Total - None

Category No. 6

Aliens

Total - None

Category No. 7

Applicants from law enforcement agencies

Total - 33,805

Category No. 8

Armed forces fingerprints

Total - 90,000

(These fingerprints are classified, searched in Card Index, and filed. They are not answered.)

Every effort is being directed to the reduction of the delinquency in the first two categories which contain the criminal fingerprints. Additional people have been added to the Typing Section, which is the chief bottleneck at the present time. It is noted that no delinquency with regard to the top priority fingerprints exists in either the Card Index or the Technical Section, and people have been shifted to the Typing Section to alleviate this delinquency.

"I CERTAINLY CONCUR. IT LOOKS TO ME AS IF TRACY & TAMM HAVE NOT GIVEN THIS PROPER SUPERVISION. GET IN TOUCH WITH TRACY & HAVE HIM RETURN IN VIEW OF CRITICAL CONDITION IN WHICH THIS DIVISION IS. H. ALL LEAVE OF TOP EXECUTIVES OF IDENT. DIV. IS CANCELLED. H."

September 16, 1952

~~PERSONAL AND CONFIDENTIAL~~

One PD

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

In view of the general improvement in the operation of the Identification Division reflected by the recent inspection just completed, you are being removed from probation.

The Bureau expects that you will devote every effort toward the successful operation of the Identification Division with available personnel.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

cc: Mr. Glavin (Att'n. T. L. Edwards)

BCJ:EHF

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September 2, 1952

MEMORANDUM FOR THE DIRECTOR

The following Special Agents in Charge are presently on probation:

<u>NAME</u>	<u>OFFICE</u>	<u>DATE</u>	<u>LAST</u> <u>INSPECTION</u>	<u>DATE OF LAST</u> <u>RECHECK</u>	<u>REASON</u>
C.E. Weeks	Honolulu	2-26-52	1-19-52	_____	Improper supervision of a security investigation in the Honolulu Division.
G.N. Willis	Norfolk	4-3-52	8-10-52	_____	Delinquencies disclosed during inspection of the New Haven Office.
A.F. Lorton	Houston	4-19-52	4-11-52	5-16-52	As a result of an inspection of the Houston Office made by Mr. Brown regarding a Chief Clerk giving wrong information regarding a check she made on office ticklers. Failure to bring about the necessary improvement in the criminal informant coverage of that Division.
[REDACTED]	Philadelphia	7-8-52	12-12-51-	_____	
*P.J. Shine	Cleveland	7-2-52	6-21-52	_____	Because of inequitable sharing of overtime burdens.
R.B. Hood	Washington Field	8-26-52	6-20-52	_____	Because of the improper and unsatisfactory manner in which he supervised the investigation of the case entitled, [REDACTED] Riggs Nations Bank, Larceny of Dr. Armoured Truck, Washington, D.C., August 25, 1952; Bank Robbery Larceny."

* SAC Shine was removed from probation by letter dated 9-3-52.

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SEAT OF GOVERNMENT OFFICIALS (INCLUDING SECTION CHIEFS) ON PROBATION

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>REASON</u>
Tracy, S.J.	Assistant Director	7-2-52	Delinquencies disclosed during inspection of the Identification Division.
Tamm, Q.	Inspector	7-2-52	Delinquencies disclosed during inspection of the Identification Division.

Respectfully,

W.R.Glavin

I recommended that Section Heads at the Seat of Government be reallocated to Grade GS 15 and Unit Heads to Grade GS 14. You inquired "Who are they?"

At the present time there are 6 officials in the Identification Division in the Special Agent category. Mr Tracy is in GS 14. Mr Quinn Tamm, his Number One Man, is in GS 15. Mr G. J. Engert, his Supervisor of the Technical Section is in GS 14, Mr. G. Hottel, his Supervisor of the Liaison Section, Building Administration, Messengers, Security, Etc. is in GS 14, Mr. R. C. Anderson, his Supervisor of the Recording Section and Card Index Section is in Grade Gs 13, and Mr. A. F. Hodgens, in charge of General Correspondence and Personnel Office, is in Gs 13.

It would be my idea that Mr. Quinn Tamm should be reallocated to Grade Gs 16; that Mr. G. J. Engert should be reallocated to GS 15; that Mr. G. Hottel should remain in his present grade; that Mr. R. C. Anderson should be considered for Gs 14 and that Mr. W. F. Hodgens should remain in GS 13.

Director Notation "THERE ARE TO BE NO PROMOTIONS IN IDENT IN THIS GROUP UNTIL WE HAVE EFFECTED CONECTION OF BAD CONDITIONS THERE."

(Excerpt from 67-02-3138)

127

30 AUG 21 1952

NOT RECORDED

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

August 15, 1952

I certify that I have received the following Government property for official use:

~~74777777~~

Manual of Leave Regulations #159

R E A D

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

FILE
WRG

PER *Jm*
67-NOV 11 1952

Very truly yours,

Winn. Tamm, SA

Winn Tamm/ll

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AUG 21 1952

August 1, 1952

MEMORANDUM FOR THE DIRECTOR

The following Special Agents in Charge are presently on probation:

<u>NAME</u>	<u>OFFICE</u>	<u>DATE</u>	<u>LAST</u> <u>INSPECTION</u>	<u>DATE OF LAST</u> <u>RECHECK</u>	<u>REASON</u>
J. E. Thornton	St. Louis	9-5-51 Continued 1-4-52	4-28-52	7-31-52	Delinquencies disclosed during inspection and because of delinquencies during recheck inspection of the Boston Office.
C. E. Weeks	Honolulu	2-26-52	1-19-52	-----	Improper supervision of a security investigation in the Honolulu Division.
G. H. Willis	Norfolk	4-3-52	2-16-52	-----	Delinquencies disclosed during inspection of the New Haven Office.
A. F. Lorton	Houston	4-19-52	4-11-52	5-16-52	As a result of an inspection of the Houston Office made by Mr. Brown regarding a Chief Clerk giving wrong information regarding a check she made on office ticklers.
[REDACTED]	Philadelphia	7-3-52	12-12-51	-----	Failure to bring about the necessary improvement in the criminal informant coverage of that Division.
P. J. Shine	Cleveland	7-9-52	6-21-52	-----	Because of inequitable sharing of overtime burdens.

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SLAT OF GOVERNMENT OFFICIALS (INCLUDING SECTION CHIEFS) ON PROBATION

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>REASON</u>
Tracy, S. J.	Assistant Director	7-2-52	Delinquencies disclosed during inspection of the Identification Division/
Turn, J.	Inspector	7-2-52	Delinquencies disclosed during inspection of the Identification Division

Respectfully,

W. R. Glavin

November 18, 1952

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

It has recently come to the Bureau's attention that a letter to the Mobile Office was prepared in the Identification Division furnishing that division with criminal data concerning one James Wesley Lane and authorizing that division to furnish such data to the Barnes Detective Agencies Automobile Recovery Bureau, Incorporated, Panama City, Florida. When this letter was reviewed by you, although you questioned the correctness of it, you placed your initials on the file copy indicating that it had been approved by you with the result that it left the Identification Division.

It should have been clear to you that it was contrary to Bureau policies and regulations to furnish such data to an outside agency and you should have made certain that such a letter did not leave the Identification Division and that an appropriate reply was prepared to the incoming correspondence. In the future it will be incumbent upon you to be more exacting in your review and approval of mail so that such an error does not recur.

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Glavin _____
Harbo _____
Rosen _____
Tracy _____
Laughlin _____
Mohr _____
Tele. Rm. _____
Holloman _____
Gandy _____

MAILED 10
NOV 18 1952
COMM-FBI

RECORDED-63

Very truly yours,

J. Edgar Hoover
John Edgar Hoover
Director

CC: Mr. Tracy (CONFIDENTIAL)
WST:wjs

Mr. TOLSON

5/9/47

W. R. GLAVIN

Reference is made to the Director's memorandum of May 3, 1947, concerning the designation of Special Agents who are employed in other than the regular investigative activities of the Bureau.

With reference to the Director's instructions, he requested that a survey be made and a report submitted to him as promptly as possible upon those individuals in the Bureau at the Seat of Government or in any other part of the Bureau assigned in the field who are not engaged in investigative activities either in the actual performance of investigative work or in the supervision of investigative work.

It is further noted that the Director instructs that no more designations to the position of Special Agent of this type of employee should be made and that should any resignations or vacancies occur in those holding such positions at the present time that such vacancies be not filled.

From a review of the various Special Agent assignments referred to above, I wish to advise as follows in connection with the Director's inquiry:

IDENTIFICATION DIVISION

In the Identification Division, Inspector Quinn Tamm, in charge of identification activities, has had no field investigative experience.

He has in the performance of his duties made many field trips in connection with identification activities. He has not at any time been assigned to regular investigative activities in any divisional office.

Special Agent Gerard J. Engert has not at any time been assigned to the field in regular investigative duties. He has been assigned to the field for two-week period of time under the Bureau's policy of having Agents presently assigned to the Seat of Government temporarily assigned to the field for at least a two-week period each year in order to keep abreast of the Bureau's investigative activities.

20 OCT 31 1952

Memorandum for Mr. Tolson

5/9/47

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Special Agent [] has not been assigned to regular field investigative work although he also has been temporarily assigned to the field for two-week periods of time and will be assigned to the field in the future for such periods of time under present Bureau policy.

The other Agents assigned to the Identification Division have all had regular field experience.

The Agents assigned to the Identification Division have the responsibility for the supervision of the proper performance of duty of all employees assigned to fingerprint activities.

TRAINING AND INSPECTION DIVISION

There is no Agent presently assigned to the Training and Inspection Division who has not had regular field experience, with the exception of H. A. Meyers, Physical Instructor in the Gymnasium who carries the designation of Special Agent.

ADMINISTRATIVE DIVISION

Special Agent Raymond C. Renneberger, who is assigned to the Administrative Division, has not had a regular field assignment. However, he has been in the field on the two-week field assignments. I also recall that during the large White Slave raids which the Bureau necessarily conducted some years ago that Mr. Renneberger assisted in those investigative activities in the field.

Special Agent Leo J. Gauthier, who is in charge of the Cartographic Section of the Administrative Division, has not had a regular field assignment. He also has been out on the two-week field assignments and he has from time to time assisted in the investigation of cases in the field. I recall particularly that he worked long hours on the investigations in connection with the jail break in Washington; in the investigation of the escape of certain prisoners from the Marshal's van in Washington and in the security surveys by Mr. Gurnea. Mr. Gauthier has also received training in the Major Case Schools. I would consider him fully qualified both from an investigative standpoint and an educational standpoint as a Special Agent. The only reason for listing him is because his headquarters have been the Washington headquarters and he has not been assigned to any divisional office on a more permanent basis.

All other Agents assigned to the Administrative Division have had full field experience.

Memorandum for Mr. Tolson

5/9/47

RECORDS AND COMMUNICATIONS DIVISION

There is no Agent presently assigned to the Records and Communications Division who has not had full field experience.

SECURITY DIVISION

There is no Agent presently assigned to the Security Division who has not had full field experience.

INVESTIGATIVE DIVISION

There is no Agent presently assigned to the Investigative Division who has not had full field experience.

TECHNICAL LABORATORY

There are a number of employees having a Special Agent rating in the Technical Laboratory who have not had full field experience.

At the present time there are 63 Agents or above assigned to the Laboratory. Seven of those assigned are in supervisory categories and are included in the Special Agent supervisory category at the Seat of Government. The others are listed as Special Agents not in a supervisory capacity but having technical qualifications.

The following information is furnished concerning the various sections of the Laboratory:

Administrative

Inspectors Harbo and Long are the administrative heads of the Technical Laboratory and both have had field experience. Special Agent Donald J. Parsons is the technical head of the Laboratory, he having the scientific and technical knowledge. Mr. Parsons, who entered on duty in the Bureau as a firearms expert, has not been regularly assigned to the field. However, he has assisted in conducting field investigations, and I recall particularly his assistance in connection with the landing of the saboteurs. It will be recalled that he proceeded to Florida with the investigative Agents

Memorandum for Mr. Tolson

5/9/47

and assisted in the investigation, looking toward the recovery of explosives buried by the saboteurs when they landed. I feel that Parsons can be considered as having had sufficient investigative experience to fully qualify him in his present designation of Special Agent.

Cryptanalysis -

Special Agent Churchill F. Downing is the supervisor in charge of the Cryptanalysis Section. He was assigned to the Portland Office throughout the war in charge of, cryptanalysis investigative activities, and I feel he should be considered qualified under the Special Agent standards. Special Agents Paul A. Napier and [redacted] are the only other Agents assigned to the Cryptanalysis Section. Mr. Napier has had two weeks of field investigative training and is eligible for such training as it is held in the future. [redacted] has had no such training in the regular scheduled field assignments of two weeks which is held for such Agents at the Seat of Government, however, he will attend such training when it is held in the future.

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b7CDocument -

Special Agent Joseph A. Sizoo, who is in charge of the Document Section, is fully qualified as a field Special Agent. In the same category are Special Agents Charles A. Appel and Walter G. Blackburn; both have had full field experience.

The following Special Agents assigned to the Document Section have had two weeks of investigative field experience and will be given additional such experience under the present policy being followed by the Bureau of having Agents assigned to the Seat of Government perform field investigative work each year.

Clarence E. Bohn
[redacted]George W. Dingle
Ramos C. Feehan
Dallas N. Gray
Sidney T. Holland
[redacted]George F. Mesnig
Fred M. Miller
Earl W. Slayton
Joseph E. Gormleyb6
b7C

Memorandum for Mr. Tolson

5/9/47

The following Special Agents presently assigned to the Document Section of the Laboratory have not had the two weeks' field experience, neither have they been assigned to the field at any time. However, they will be assigned to the field for investigative experience for two weeks each year under the Bureau's present policy.

[redacted]
Clarence W. Brittain
James C. Cadigan
Durley B. Davis
Joseph M. English
[redacted]

Curtis E. Thompson
Frederick E. Webb

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In justification of the designation of Special Agent to the above-mentioned employees who are assigned to the Document Section, it must be remembered that these employees are on constant call to assist the regular field Special Agents in the handling of investigative work. All of the above-mentioned Agents are thoroughly qualified in the handling of questioned documents. They are assigned to assist in extortion, kidnaping and related investigations wherein document investigation, handwriting, typewriting and other such matters must be scientifically handled in the field during the actual investigation. At those times these men must be able to handle themselves the same as other Special Agents. They are out on the scenes of the crime, they are subject to the same hazards of the work and they must assume the same responsibilities as do Agents in the field. Attention is invited to the fact that in the past these Agents have been called upon to assist in the field investigative work and undoubtedly will be called upon in the future. All of the Agents above listed have appeared in court, testifying as expert witnesses in document work.

Physics and Chemistry -

Special Agent Thomas F. Baughman is in charge of the Physics and Chemistry Section and has had extensive field experience. Special Agent Richard W. Flach has had the regular field experience.

The following men have had the two weeks' field investigative assignments in the past.

[redacted]

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Memorandum for Mr. Tolson

5/9/47

Roy H. Jevons
[redacted]Briggs J. White
Marion E. Williams

The following Special Agents have not had the field experience, however, they will be subject to it under the present Bureau policy.

Ted D. Beach (Assistant Supervisor of the
Physics and Chemistry Section)

b6
b7C[redacted]
John F. Gallagher
William R. Heilman[redacted]
Robert M. Zimmers[redacted]
Edwin R. Donaldson

You will recall that Special Agent Donaldson was assigned to the Training and Inspection Division for several years as an instructor in laboratory subjects and he has recently been returned to the Laboratory.

All of the men above mentioned are subject to call to proceed to the field in cases in which their special qualifications in physics and chemistry can be of assistance. The same requirements and responsibilities as must be undertaken by the Document men must be undertaken by these men.

Radio and Electrical -

Special Agent I. W. Conrad is the supervisor in charge of the Radio and Electrical Section. He has not been regularly assigned to the field service, however, during the late war period he had many assignments in the field in connection with clandestine radio which in my opinion fully qualified him as a Special Agent having field experience.

Special Agent [redacted] and [redacted] who are assigned to the Radio and Electrical Section, have had full field experience.

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Special Agents Richard L. Millen and Roger W. Swartz have had two weeks of field ;investigative assignments.

Memorandum for Mr. Tolson

5/9/47

The following Special Agents have not had full field investigative experience nor have they had the two weeks of field experience, however, they will be given such experience under present Bureau policy:

Charles W. Arnold
Arthur J. Baker

[REDACTED]

Dwayne L. Eskridge
Robert F. Pfafman

[REDACTED]

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b7C

The men assigned to the Radio and Electrical Section although not having regular field investigative experience, I feel have had experience which is comparable to investigative experience in the field. I recall that Eskridge was at Pearl Harbor on December 7, 1941, and was there throughout most of the war period. Others having radio engineering experience have been out in the field on numerous occasions constructing and installing radio sets. These men have handled our clandestine radio installations.

Special Agent Pfafman has had many difficult telephone assignments in the field and at the Seat of Government, and I feel he is well qualified from a Special Agent standpoint in view of the highly confidential work which has been performed by him through the entire war period.

WRG:amb

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

October 23, 1952

I certify that I have received the following
Government property for official use:

Assembly manual #43

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

OCT 27 1952

FILE
WFG
jm

Very truly yours,

Quinn Tamm
Q

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : Mr. H. M. Clegg

DATE: October 9, 1952

FROM : Mr. S. J. Tracy

SUBJECT : FIRST AID TRAINING
BUREAU WAR PLANS

A volunteer class of the following Special Agents and supervisor John G. Creighton was scheduled from September 8, 1952, to October 3, 1952, to receive first aid training. The instructor was Miss [redacted] a qualified first aid instructor.

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b7C

Stanley J. Tracy
Quinn Famm
Guy Hottel
Arthur P. Hodgins
Russell C. Anderson
Gerard J. Engert

The above have been added to the list of the employees in Division One who have qualified in first aid training.

GH:br

77
OCT 23 1952

October 16, 1952

Mr. Quinn Tamm
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Tamm:

I have been advised of your suggestion that the Identification Division discontinue the practice of forwarding copies of identification records by air mail and instead that they be sent by regular mail.

The Bureau has carefully considered your suggestion; however, it is felt it is important, particularly to law enforcement agencies on the Pacific Coast, that they receive prompt replies and, further, that too many complaints would be received concerning slow service. Therefore, your suggestion is not being adopted at this time.

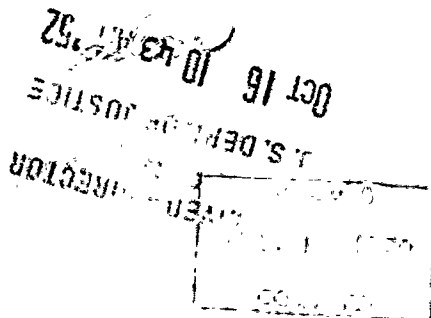
Your interest in making the above suggestion as an economy measure is indeed appreciated.

Sincerely yours,

cc - Ident Personnel File (sent direct)

SJT:edm

Tolson _____
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OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : The Director

DATE : 9-16-52

FROM : H. H. Clegg

SUBJECT : SUMMARY OF RECHECK INSPECTION
IDENTIFICATION DIVISION INSPECTION
SEPTEMBER 1952

A recheck inspection of the Identification Division was made by Inspectors B. C. Brown and H. C. Van Pelt from 9/3-15/52.

All delinquencies reported in the last regular inspection of the Identification Division were found to have been corrected, except as hereinafter set forth.

PHYSICAL CONDITION AND MAINTENANCESurvey of Space

Of the 10,224 square feet of excess space found assigned to the Identification Division during the last regular inspection, approximately 4,500 square feet have been reallocated to the Correlation Unit of the Domestic Intelligence Division. A survey of space requirements of other Bureau Divisions is being made by Inspector J. S. Egan with a view toward relieving overcrowded conditions in the Justice Building. The remaining available space in the Identification Building is located on all floors, and the Identification Division is planning to use this space for future expansion, unless it is more urgently needed by another Bureau Division.

Security Patrol Guard Force

Efforts of the Bureau to have General Services Administration assign additional guards to the Identification Building have been unsuccessful. Four male security patrol employees are being utilized on this project. The Bureau should follow this matter in an effort to have the work taken over by General Services Administration employees, at no cost to the Bureau.

Painting of Skylight Over Typing Section

It was recommended during the last regular inspection that the skylight in the Typing Section be painted to reduce glare and heat. However, the Identification Building manager

Attachment

HVF:BCB/ehw

refused to paint the skylight. Further inquiry made during the recheck inspection, with technical assistance provided by the FBI Laboratory, established that (1) the lighting throughout the Typing Section is well above average; (2) the skylight is no longer necessary; (3) if retained, an aluminum paint could be applied which would reflect the heat upward and reduce penetration of the sunlight, or blinds could be utilized to effect these results; (4) if not retained, the skylight could be plugged up by extending the ceiling to block it out entirely. If General Services Administration will agree to paint the skylight aluminum, Mr. Tracy believes there will be no cost to the Bureau; however, if they continue to refuse to do so, and either blinds are secured or the ceiling extended, the Bureau may have to pay the expense. Mr. Tracy was instructed to endeavor to have General Services Administration remedy this defect without cost by one of the suggested methods. He was further instructed that if unsuccessful in obtaining results by 5-1-53, an estimate on the most economical of the suggested means should be presented to the Executives Conference for action when new appropriations become available.

Bureau Automobile

The one automobile assigned to the Identification Division, criticized during the regular inspection, has been replaced by a new car, which was found to be in excellent condition.

PENDING WORK

It was determined during the recheck inspection that (1) the total work pending in the Identification Division as of the end of August 1952 represents an increase of 12.52% over March 1952; (2) the estimated number of days work on hand increased 114.71%; (3) the greatest delinquency is in the Technical Section, to which personnel cannot be transferred without lengthy preliminary training to qualify them to classify and manually search fingerprints. Mr. Tracy presented to the Executives Conference on 9-11-52, specific recommendations to reduce the delinquency in the Identification Division within an eight-week period. These recommendations concerned a reduction in the number of noncriminal fingerprints to be searched in the Technical Section. Inspector instructed closest supervision to insure maximum production with available personnel.

Recommendations Adopted

The following recommendations of the earlier inspection have been put into effect. They have been proven satisfactory and are to be continued:

(1) Common Name Searches (Card Index Section) - An employee of the Technical Section has been assigned to the Card Index Section to classify fingerprints having common names, in order to reduce the length of these searches in the Card Index Section.

(2) Misfiled Criminal Fingerprints (Fingerprint Operations) - Ten GS-5 Fingerprint Clerks on the night force in the Technical Section have been assigned during the overlap period from 3:30 p.m. to 4:30 p.m. to supplement the efforts of the File Check Squad in reviewing criminal fingerprint cards to reduce the number of misfiles.

(3) Posting Directly to Master Duplicators (Posting Section) - Posting of dispositions and other notations directly on the master duplicators, instead of to additional record sheets and then to the master criminal records at a later date was adopted.

Posting Section

Securing Records for Special Posting - A 90-day trial period was arranged during the last regular inspection for the attaching of correspondence to charge-out requests, so that the correspondence would be returned with the records requested and all pertinent data would then be available for processing. The results of the 90-day trial period have proven the system to be unsatisfactory due to the correspondence and records becoming detached, returned or lost. Mr. Tracy was authorized to revert to the system previously in operation.

Misfiled Noncriminal Fingerprints - During the last regular inspection it was estimated that it would take 19 additional employees approximately 18 months to check and correct the misfiles among the noncriminal fingerprints. No personnel have been assigned to this special project, however, pending the completion of a survey by Inspector F. D. Vechery to determine what disposition should be made of approximately eight million old-type Government fingerprint cards and forty million National Defense prints. This survey is continuing and no personnel should be utilized on this project until the summary is completed and the matter has been resolved.

Technical Section

Errors - A substantial reduction in the number of errors in the Technical Section was noted during the recheck inspection. Searching errors detected and corrected dropped from .396 of 1% for February through April 1952 to .299 of 1% from May through July 1952. Missed identifications called to the Bureau's attention by outside contributors decreased 51%, totaling 443 for the second four-month period of 1952, compared with 909 for the first four-month period of this year. Erroneous identifications, or "Bum Idents" dropped 31%, totaling 20 for the second four-month period of this year, compared with 29 for the first four-month period of this year. Classifying errors in the noncriminal prints from May through July 1952 were .93 of 1%, compared with 1.65% for February through April 1952. These improvements were brought about through (1) the extension of the eight-week training period for new employees to ten weeks; (2) the institution of a retraining program for experienced personnel; (3) supplying the searchers with guide cards; (4) individual conferences with employees performing substandard work; (5) removal from fingerprint work of those employees unable to meet the requirements; (6) closer supervision, stressing the necessity for accuracy. Mr. Tracy was instructed to continue the training and development of the personnel to bring these errors to an absolute minimum.

* 5 *

The stenographic pool has been abolished, in accordance with recommendations made during the regular inspection.

FINGERPRINT OPERATIONS

Card Index Section

Misfiled Index Cards - It was observed in the report of the last regular inspection that the criminal files will be checked for misfiles as soon as personnel is available for assignment to such a project. This had not yet been initiated at the time of the recheck inspection, and Mr. Tracy should set up a tickler to closely follow this situation and insure the institution and completion of this project as soon as the current delinquency is cleared up and personnel becomes available. A memorandum should be submitted to Mr. Tolson at the end of 60 days setting forth the status at that time. In the event the project still has not been started, memoranda should be submitted each 60 days thereafter until the project is completed.

Scoring of Errors - The incorrect procedure found during the regular inspection in the scoring of errors was determined in the course of the recheck inspection to have been corrected. Under the revised procedure, 192 divisional errors were scored in July, and 195 in August 1952. These figures compare with an average of approximately 36 scored each month from October 1951 through March 1952 due to inadequate scoring procedures. Mr. Tracy was instructed to make certain that the errors continue to be scored correctly, and to insist upon maximum accuracy in order to reduce the number of errors.

Consolidation of Noncriminal Index Files - During the regular inspection it was recommended that 21 additional employees of the Card Index Section be assigned to the consolidation of the noncriminal index file in order to complete this project within a three-year period. This had not been done up to the time of the recheck inspection, but Mr. Tracy advised it would be started as soon as the current delinquency is eliminated and personnel becomes available. He should set up a tickler to submit a memorandum to Mr. Tolson at the end of 60 days, setting forth the status at that time, and each 60 days thereafter until the project is completed.

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

9-5-52

I certify that I have received the following Government property for official use:
~~returned~~

New Commission Card with case # 55
Insp. ✓

RETURNED

Old Commission Card with case # 55
Insp.

R E A D

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

127
66 SEP 24 1952

FILE
WRC

PER [Signature]
NO RECORDING-15

Very truly yours,

[Signature]
Quinn Tamm
Special Agent

SECTION CLOSED

TO : MR. TOLSON

November 14, 1952

FROM : Mr. S. J. Tracy

SUBJECT: BARNES DETECTIVE AGENCIES
AUTOMOBILE RECOVERY BUREAU, INC
PANAMA CITY, FLORIDA

REQUEST FOR INFORMATION

You requested an explanation as to why a letter was being sent to the Mobile Division advising if the above-named company was a good contact of their office they could furnish data from a criminal record orally.

DETAILS:

When the letter was first acknowledged, I returned it for a check concerning the Automobile Recovery Bureau, Inc., to ascertain if it was one the Bureau cooperated with and if there was any pertinent information concerning an Interstate Transportation of Stolen Motor Vehicle case of value to the Mobile Division.

Agent Hodgins made the check and prepared a letter to the Mobile Division attaching the criminal record and authorizing the Mobile Division to make the data available if the company was a good contact of the office.

Mr. Tamm reviewing the letter in my absence failed to erase his initials from the letter on returning it to Mr. Hodgins and it left the Identification Division.

The incoming letter desired to know the whereabouts of the subject. There was no pertinent information of interest to the Mobile Division for the reason the criminal record was entirely prior to the date of the subject's disappearance. Therefore, the letter should not have been prepared as it was. Had there been pertinent information, the criminal record should have been for the information of the Mobile Division only.

CONCLUSION:

I try to be alert to possible Bureau interest in correspondence of this type; however, in this case, Agent Hodgins

SJT:edm

Attachment

NOV 26 1952

JTB

Memorandum for Mr. Tolson

November 14, 1952

erred (1) the information was not pertinent and (2) in authorizing the Mobile Division to make the criminal data available.

Mr. Tamm failed to erase his initials on returning the letter to Mr. Hodgens.

Memoranda from Agent Hodgens and Mr. Tamm are attached hereto.

TOLSON's NOTATION "Yes"

MR. TOLSON

11/18/52

MR. H. H. CLEGG

SPECIAL INQUIRY -
IDENTIFICATION DIVISION
BY INSPECTOR FRED D. VECHERY

7406 - E-213

Mr. Quinn Tamm called at this office this afternoon and referred to an inquiry which was started by Mr. Sizoo relative to a mail pouch, containing outgoing mail 4 or 5 weeks old, which had been found among the allegedly empty sacks which had been returned by the Post Office Department for use in forwarding mail. Since Mr. Sizoo had to leave this specific inquiry in order to go to Little Rock to conduct an inspection, Mr. Quinn Tamm advised that Mr. Fred Vechery was assigned to continue the inquiry. He had recommended, and the Bureau had approved, Mr. Tamm stated, that an Inspector accompany Mr. Tamm to the Post Office Department to discuss the errors, and particularly this specific matter, to see if the Post Office Department might have made the error in returning this allegedly empty bag which, however, did contain outgoing Bureau mail from the Identification Division.

Mr. Quinn Tamm stated that the Post Office employees were sitting around with their hats on, cigarettes hanging out of the corners of their mouths, and freely stated that they put the lowest grade employees on the Return Mail Bag Detail, that is, those who were unable to do any other type of work. They also cited numerous errors which had been called to their attention that day, which they were trying to run down or correct. He stated his impression, in view of his frequent contact with them in the past, was very unfavorable. Mr. Vechery, on the other hand, advised Mr. Tamm that his impression was quite different, presumably favorable.

Mr. Quinn Tamm advised further that Mr. Vechery called Mrs. [redacted] in the Identification Division. She has nothing to do with the specific matter about which he was inquiring, but he presumed that, perhaps Mrs. [redacted] and Vechery were friends. Later he called Mrs. [redacted] and expressed his regrets that he could not keep the appointment which he had made earlier to see her and, further, he advised Mrs. [redacted] in effect, that "I will probably go along with Quinn this time." Since Mrs. [redacted] had no connection with the particular incident, he felt it was undesirable for Mr. Vechery to be discussing with a subordinate clerical Supervisor a matter in which she had no concern and, over which, she had no supervision.

Tolson
Ladd
Nichols
Belmont
Clegg
Glavin
Harbo
Rosen
Tracy
Laughlin
Mohr
Tele. Rm.
Holloman
Gandy

DEC 1 1952

cc-Personnel file of Inspector Fred D. Vechery

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b7C

He stated further that one of his clerical Supervisors checked last night between 4 p.m. and 5 a.m. and there were four mail bags stuffed with empty mail bags which had been left there for the Identification Division to use. Mr. Quinn Tamm again checked the platform after 6 p.m. and there were still two mail bags there. Mr. Vechery indicated that, when he checked after 7 p.m., there were four mail bags there. There were, in fact, four mail bags on the platform early this morning. Mr. Tamm had interpreted Mr. Vechery's comments, in the presence of Miss [redacted] as indicating that Mr. Vechery was substantially calling Mr. Quinn Tamm and the clerical Supervisor "a liar." I pointed out to Mr. Tamm that, of course, it could all be quite true as to what each saw and he agreed that was correct, but from the discussion and from Vechery's tone it appeared quite evident and Tamm considered that Vechery was inferentially calling Tamm and Miss [redacted] liars.

Mr. Tamm stated under normal circumstances he would have thought it advisable after their return from the Post Office Department for him and Mr. Vechery to dictate a joint memorandum, but Mr. Vechery insisted on a separate memorandum, indicating he had to make a separate report, which Tamm considered unnecessary unless there were some circumstances unknown to Mr. Tamm.

Mr. Quinn Tamm stated it was his belief that the Post Office Department had returned one of their mail bags among the empty mail pouches, and that the Bureau's unmailed material was in one of these bags. He realizes that the odds are remote against this being true, but from the way they handle the mail, the mechanical procedures in dispatching and the mechanical procedures in receiving incoming empty mail bags, he thinks this is a logical conclusion. Mr. Vechery has indicated that this was not so, and that the fault rested with the Identification Division. Mr. Quinn Tamm stated he had to talk about this matter. He felt better after having done so, and did think the report should be observed very carefully for he had no worries about the outcome, if the facts were found, but he was concerned that the facts would be properly and accurately presented. Of course, he recognizes that the conclusions become a matter of opinion. He also is fearful about the gossip that was being spread throughout the Typing Section, due to the necessity of interviewing Typing Section employees, which has spread over the grapevine and the Typing Section is pretty much upset at present. Also, he is worried about gossip that might generally result from discussions between Mr. Vechery and a clerical employee, other than those concerned with the matter being inquired into, namely Mrs. [redacted].

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b7c

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TRACY *rd*

FROM : Mr. Quinn Tamm *QTP*

SUBJECT: BARNES DETECTIVE AGENCIES
AUTOMOBILE RECOVERY BUREAU, INC.
PANAMA CITY, FLORIDA

REQUEST FOR INFORMATION

DATE: November 12, 1952

Tolson _____
Ladd _____
Clegg _____
Glavin _____
Nichols _____
Rosen _____
Tracy _____
Harbo _____
Belmont _____
Mohr _____
Nease _____
Gandy _____

I have been requested to submit a memorandum as to why I approved an outgoing letter to the Mobile Field Division transmitting a copy of a criminal record and advising the Field Division that unless some reason existed to the contrary information should be furnished to the above-entitled agency.

You are advised that I returned the outgoing letter to Mr. Hodgins because I definitely felt that the record should not be transmitted under the circumstances. I raised the question as to whether or not this had been discussed with you and was advised that it had been.

I was in error in not erasing my initials from the yellow. This should have been done; however, I did not know that the letter had gone through.

QT:ldk
ldk

RECORDED-45

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